

WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham

Oak Tree Cottage, Claypit Lane, Westhampnett, Chichester PO18 0NU

Tel: 07960 947773 email: westhampnettclerk@gmail.com

www.westhampnettpc.co.uk

Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 21st January 2019 at the March C of E School, Westhampnett

Present:

Parish Councillors: Cllr W P Harding (Chairman), Cllr J L Hardstaff (Vice-Chairman), Cllr S Burborough, Cllr R Fabricius, Cllr H Horne, Cllr S James, and Cllr C McLeish.

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham.

Mr Andrew Ball (Rolls Royce Motor Cars Ltd), Ms Ciara Williams (Goodwood Estate), Mr Mark Gibb and Mr Rob Wildeboer (Goodwood Aerodrome), and 42 members of the public also attended.

The Clerk was later advised that member of the press, Kelly Wickham of Chichester Post was also in attendance.

1/19	<p><u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE</u> The Chairman opened the meeting. Apologies received from WSCC Cllr J Hunt, CDC Cllr M Hall and Mr Brad Slingo (Barratt David Wilson Homes).</p>	
2/19	<p><u>DISCLOSURE OF INTERESTS</u> Cllr Burborough (Rolls Royce).</p>	
3/19	<p><u>CONFIRM MINUTES OF THE LAST MEETING</u> held on 12th November 2018 <u>RESOLVED:</u> That the minutes of the meeting held on 12th November 2018 are approved by the Council and signed by the Chairman as a true record of the meeting. Proposed by Cllr Fabricius, seconded by Cllr Hardstaff, and all voted in favour.</p>	<u>LFL</u>
4/19	<p><u>MATTERS ARISING</u> None.</p>	
5/19	<p><u>REPORTS FROM EXTERNAL BODIES:</u> including District and County Councillors and local organisations. <u>Mr Andrew Ball of Rolls Royce</u> Mr Ball thanked the Chairman and started by covering the <u>new car park</u>. He advised that the car park is open but testing was still being done, and they need to resolve a few issues with lighting, barriers and inter-linking the 3 car park. The <u>School car park</u> is at final snagging stage, and there some overhanging trees to be dealt with. The School bus is to move to a stopping position in the layby, rather than in Claypit Lane itself. Rolls Royce is working hard to resolve <u>parking</u> in Stane Street. He said there were about 65 cars on the local roads, now about 20. He remarked that there were also about 35 residents cars parked on the local roads as well. He is working with their security staff to improve matters. He had received complaints that an employee was parking in the Roman Walk visitors' space, this is not acceptable. Mrs Ros Craven, a resident, why all employees were not parking inside Rolls Royce. Mr Ball said the local post coded ones could if they lift share, and 2 more are now doing that. He said it is an education process. A resident asked about new staff – what is the induction process? Mr Ball replied that they all receive a 1-day induction and that parking is part of that. Another resident said they could see spaces within the old car park. On the matter of <u>double yellow lines</u> on Stane Street, Mr Ball said Rolls Royce was supporting this with CDC, and that Jeremy Hunt was also working on it with WSCC. It was remarked that these lines should be around corners in Romans Walk and Claypit Lane. It seems the Cycle Lane is delaying work, however that is not accepted. A resident asked if the cars at <u>shift change</u> could be better co-ordinated in the afternoon as the delays are tremendous. There are lots of cars coming out, none going in. Mr Ball said the shifts are organised as Finish shift, gap, Start of shift. Residents complained that the traffic on Stane Street is at a standstill, and the queues go back beyond Sainsbury's into Chichester. There must be greater air pollution as the cars are idling, a resident said, and asked if any noise pollution checks were being done. Mr Ball said that before Christmas the shift changeover period was being squeezed, but that should not be happening now. It was remarked that the extra 200 employees must be making a difference – it affects our lives, there is a constant hum of traffic, and the noisy periods of time at 5-30am and 11-30pm mean that you need to go to sleep early, or very late after the late shift leaves. Mr Derek Marlow, a resident, said there is one continuous lane of traffic coming out, but going into RR it is stationery. Mr Andrew Blanchard, a resident, said the new car park is not successful as parking is still a problem. He saw the bus outside his house for 10 minutes and it did not move. This whole issue has been going on since 2006, and he asked the residents why they had not been at meetings before? Mr Bob Holman, a resident, said RR knows the answer is that all employees should be in the car park. They are ruining grass verges which are now churned up with mud, and everyone in the village is very annoyed. He said RR won't tackle it head on. Mr Ball said that if they are parked legally they cannot do anything about it. Mrs Caroline Moth, a</p>	

<p>5/19 Cont.</p>	<p>resident, said that the police do not view parking on the pavement as an offence. Mr Ball said he would continue to try to sort it out. Mr Holman asked why RR did not insist that all the staff park on site. Mr Ball said there are not enough spaces for all. Mr Marlow remarked that the 2 shifts flow in and out is made worse by the on street parking. He said that Jeremy Hunt could organise a TRO for double yellow lines. A resident remarked that as it is now the lorries have to slow down due to the parking, and go ahead around the wrong side of the bollards. Mr Ball stated he would take all the crossover issues and speak to the team about them. Cllr Hardstaff asked if there was a planning condition regarding local staff originally imposed on the original application? Mr Ball said the Green Travel Plan was approved by CDC. A resident asked if pollution was included within the Green Travel Plan. Mr Keatley, a resident, said no viable method has been offered and the Green Travel Plan was not fit for purpose. Mr Ball said staff could go through the appeals process and that lift sharing works well.</p> <p>Cllr Harding then closed this discussion.</p> <p>Ms Ciara Williams had nothing to report this time.</p>	<p><u>AB</u></p>
<p>6/19</p>	<p><u>MEMBERS' REPORTS:</u> To receive reports from Members where not covered in agenda below.</p> <p>None</p>	
<p>7/19</p>	<p><u>REQUESTS RECEIVED BY PARISH CLERK</u></p> <ol style="list-style-type: none"> 1. <u>Goodwood hedges:</u> – Goodwood had kindly dealt with most of the hedge requests, with only the Rolls Royce path being outstanding. Ms Williams is looking into that at present. 2. <u>Cut back hedges in Old Arundel Road:</u> This has been reported to Hyde Housing, and reference number provided. No action has been seen so far, to be chased up. 3. <u>Additional Post Box:</u> Initial enquiries have been made to Royal Mail, and it has to be located at least 0.5 miles from the next nearest post box. Having measured it, the distance is great enough. An application has to be made to another part of Royal Mail. To be actioned. 4. <u>Lights on the Village Green:</u> PC6 still not got correct colour bulb, and the entire pole is to be changed for a hinged one. To be chased up. 5. <u>Bus Survey:</u> The Parish Clerk wrote to WSCC in regard to Compass service bus 99 being permanently diverted via Westerton, and this was acknowledged. No further news. 	<p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p>
<p>8/19</p>	<p><u>PLANNING MATTERS: To receive a report on recent planning applications</u></p> <p><u>Assessment of Planning Applications by the Parish Council</u></p> <p>Cllr Hardstaff stated that the process adopted is that the Clerk receives the planning notifications, and these are circulated to all the Parish Councillors. The Parish Council makes comments in email format, and the replies are co-ordinated by the Clerk. Once a form of words is agreed the Clerk then submits those words under the logon of the Parish Clerk on behalf of the Parish Council.</p> <p>Should the Clerk wish to make a comment herself, she would submit her words under her own name.</p> <p>Cllr Hardstaff added that anyone wishing to make a planning application is invited to talk to the Parish Council beforehand if they so wish.</p> <p><u>Planning Applications:</u></p> <p><u>WH/18/03318/ADV & WH/18/03319/ADV</u></p> <p>Land Off Madgwick Lane Westhampnett West Sussex – 2 sets of signage for Barratt Homes and David Wilson Homes</p> <p>1 no. MSM sign, 5 no. flag and flag pole signs, 1 no. SSM signs, 3 no. SSS signs, 2 no. House Plaque signs, 1 no. Fascia signs, 1 no. opening hours vinyl and dots, 1 no. sales clock, 1 no. post box and brochure holder and 1 no. gable end letters for 1 Madgwick Park Barratt Homes Sales Arena signage for a Development of 300 Dwelling units.</p> <p>1 no. MSM signs, 9 no. flag and flag pole signs, 1 no. SSM sign, 2 no. SSS signs, 6 no. SSS signs, 2 no. house plaque, 1 no. fascia sign, 1 no. opening hours vinyl and dots sign, 1 no. sales clock, 1 no. post box and brochure holder and 1 no. gable end letters for sales arena pertinent to Madgwick Park scheme for 300 dwelling units.</p> <p>The Parish Council has No Comment.</p> <p><u>WH/18/03299/DOM</u></p> <p>Pampas Cottage Claypit Lane Westhampnett Chichester - Detached double garage, security gate and fence to frontage.</p> <p>The Parish Council OBJECT to this application for the following reasons:-</p> <ul style="list-style-type: none"> • The proposed removal of the existing hedgerow is out of character with the existing rural locality. • It is contrary to Westhampnett Parish Council's policy of retaining existing hedgerows wherever possible. • Loss of habitation for wildlife and birds. • The proposed boundary wall with fencing panels and security gate is out of character with the existing rural locality. • It is difficult from the drawing to ascertain the exact position of the proposed double garage; however it appears to be in front of the building line for other garages in Claypit Lane. Westhampnett Parish Council would not wish to see any structure nearer to the lane than existing ones. 	

8/19 Cont.	<p>Westhampnett Parish Council also wish to COMMENT as follows:</p> <p>In the event of the proposed double garage being permitted, the use of the garage should be restricted to the non-habitable use by the householder.</p> <p>Any front boundary fence/wall should be sited within the existing garden with sufficient distance from the existing hedgerow to allow it to continue to grow and be maintained.</p> <p><u>WH/18/02003/FUL</u></p> <p>Greytiles Claypit Lane Westhampnett PO18 0NU - Demolition of existing garage, construction of additional dwelling and associated works, subdividing plot.</p> <p>Revised application on 14/12/18 which shows a change of orientation of the proposed dwelling.</p> <p>After careful consideration of this revised proposal following the Withdrawal of the first application WH/17/02577/FUL, and the Refusal of the second one 18/00364/FUL, the Parish Council would still like to make the following Objections:</p> <ul style="list-style-type: none"> • The proposed dwelling is sited adjacent to the south side of Grey Tiles, at the rear of the plot and directly behind 'Camelot'. • This is 'backland' development and would have an un-neighbourly impact on the adjacent property Camelot, which is directly in front of the proposed dwelling. • Claypit Lane is a rural area; properties on either side of the lane enjoy the benefit of large gardens; increasing the density in the manner proposed is an urban solution and would change the character of the locality. • It is un-necessary in terms of housing provision within the Parish. The housing allocation for Westhampnett identified in the adopted CDC Local Plan fulfils the requirement until 2029. • Additional housing identified in proposals currently being considered by CDC to increase this allocation can be fully met by alternative sites within the Parish. <p><u>WH/18/02225/FUL</u></p> <p>Maudlin Mill Sidengreen Lane Maudlin Westhampnett - Provision of 2 no. industrial units (B1/B2).</p> <p>Further to the receipt of a letter from Director of Planning and the Environment, Andrew Frost, dated 10th January 2019, regarding amendments to the above planning application, Westhampnett Parish Council have reviewed the revised proposals submitted.</p> <p>Westhampnett Parish Council wish to state that the Parish Council's comments from 21.11.18 still apply</p>	
9/19	<p><u>NEIGHBOURHOOD PLAN / LOCAL PLAN UPDATE TO 2035</u></p> <p>Cllr Harding said he attended the Local Plan exhibition at CDC last week, and that he came away no more enlightened. Cllr Hardstaff reported that 50 more houses within the Parish are suggested by CDC, and the areas for these can be defined within the Neighbourhood Plan by the Parish Council. However, a) these areas would still have to be approved by CDC, and to do that the Parish Council would have to undertake an environment study at their own substantial cost and the Neighbourhood plan would be further delayed, or b) the location of these 50 houses can be prepared by CDC in consultation with the Parish Council where CDC pay for the environmental studies, and the Neighbourhood Plan is not delayed. The down side is that the Parish Council would not have so much control.</p> <p>She said the Parish Council must decide a) or b)? Cllr Burborough said there would be a considerable cost, money which would not be invested in the village. Cllr McLeish agreed, and said delaying the Neighbourhood Plan was not acceptable due to the loss of CIL money. The Parish Council all agreed to leave CDC to deal with this matter.</p> <p>Mr Marlow attended the Local Plan exhibition today, and said CDC are under pressure to fit the houses in, and CDC would prefer to see a plan put forward. Cllr Harding said he been to see Valerie Dobson at the exhibition and there were not 50 for Westhampnett in the file he saw. Cllr James said CDC are trying to push costs onto the Parishes, and just how much say do the Parish Council have, as CDC go ahead anyway.</p> <p>A response will be sent to CDC.</p> <p>The Neighbourhood plan is ongoing.</p>	JLH
10/19	<p><u>WSSC / CDC SPACE AUDIT REVIEW OF OPTIONS – PARKING</u></p> <p>Mr Keatley, a resident, asked that in view of the parking issues, was a review planned to be conducted by RR in regard to the impact of their new car park. Mr Ball replied no, not planned.</p> <p>Cllr Hardstaff explained that a great deal of discussion had taken place recently with WSSC Parking Team, and detailed proposals were drawn up, with an official WSSC public consultation to take place from 18th February to end of March. The proposal has double yellow lines and parking restrictions, and she advised that 6 members of the Parish Council had walked the whole area with WSSC personnel. WSSC are now putting together the review and consolidating it with the Cycle Lane plans. She advised that the residents of the private estates of Roman Walk, The Grange, Tilemakers and The Sadlers would need to approach their own Management Companies; they are not covered by this review as they are un-adopted roads.</p>	

11/19	<p><u>CYCLE LANE /BUS SHELTERS</u></p> <p>In regard to the Cycle Lane from Jewson's to Old Arundel Road, on south side of Stane Street, a question has been asked about the regulations for crossing the cycle lane when exiting a property. It was pointed out that people wearing headphones are a hazard as they cannot hear a car.</p> <p>The cycle lane will result in the brick built bus shelter being demolished and the Parish Council were invited to choose a model of wooden bus shelter to replace it. The St Neotts was chosen – this is an enclosed type, with glass on the oncoming bus side, and a pitch roof. It is hoped that these shelters can also be provided instead of the existing open bus shelter by Tilemakers, and the non-existent one near Jewson's opposite Madgwick Park.</p>	
12/19	<p><u>SPEEDWATCH AND SPEEDING IN THE PARISH</u></p> <p>Mr Blanchard gave a brief update on behalf of the Group. He said it is very time consuming entering all the Speedwatch vehicle details onto the computer. Mr Ball said RR had a person available now, and Mr Blanchard said the Group would resume. Cllr James said that in fairness to RR, others should be talked to about their bad parking, as some people just park where they like.</p>	
13/19	<p><u>AIRCRAFT OVERFLYING RESIDENTS HOMES IN WESTERTON</u></p> <p>Mr Mark Gibb Aviation Operations Manager / Head of Goodwood Aero Club and Mr Rob Wildeboer Flying School Manager were in attendance to answer questions.</p> <p>Cllr Hardstaff said that aircraft were overflying homes in Westerton. This is on a regular basis, very low, incoming and often Flying School planes. It is irritating especially for the north side of Westerton Lane, they come in low and this is not good as taking off / landing is known to have a higher possibility of accidents. Should not be over houses; obviously they can see where the houses are – if Goodwood cannot control them then a complaint will need to be made to the Environment Agency. Mr Gibb explained that at present there is only 1 runway, as the other 2 are out of action for maintenance. The pilots are aware of the noise preferred routes (i.e. least noise); the aeroplane has to be lined up with the runway and some turn in too shallow or too late. Cllr Hardstaff said it was not odd days, it was on and on. Mr Blanchard said some of them are over Claypit Lane. Mr Wildeboer said the problem is due to having only 1 runway, being 10/28 which has only been used 5 times in 30 years, and it is now being used all the time as it is the only one. They have taken steps to reduce the impact, when departing on 28, going 10 over Westerton there is a 10 degree turn to the left over the Strettington Solar Farm. But coming in to land they are on low power (almost gliding) if a north wind blowing south over Westerton, then to use less bank is safer than a sharp turn which could cause a stall / spin. They have held a briefing for all pilots on this matter – 4 Cessna's and 1 Piper Cub, and have spread this to all homebased pilots to try to be a better neighbour. Mr Gibb said they had given CDC a briefing in relation to the houses at Madgwick Park. In response to Cllr Hardstaff's complaint they have written to pilots giving the noise preferred routes, and are providing the best possible information to all pilots. Mr Gibb said they do react to complaints. They would begin using runway 06/24 in 4-6 weeks' time (over Summersdale) and the main runway in mid-summer. Cllr Fabricius asked about increases? Mr Gibb said the helicopters had reduced and the fixed wing increased by 1%. There were 31,000 movements last year out of a limit of 70,000 movements per year.</p>	
14/19	<p><u>COMMUNITY HALL</u></p> <ol style="list-style-type: none"> <u>Contract / build progress</u> – a). Cllr Hardstaff reported that the external walls are being started today, the ground floor is complete, and next month it will be internal walls. b) She added that there been a small amount of additional expenditure on the works. c) The costs for the BT Service had increased due to the availability of Fibre Optic Broadband. Both b) and c) are covered under the contingency amount allowed. The completion is scheduled for mid-August. <u>Budget for running for 2019/2020</u> – Cllr Horne had drafted a budget for income and expenditure and it is hoped to break even this financial year. <u>Personnel to run Hall</u> – It was agreed that a meeting is needed to discuss this, and that volunteers would be needed. Mrs Marlow was volunteered by Mr Marlow. Cllr Harding said the Council could not accept remote nominations. The Parish Clerk was asked to arrange the meeting. <u>Survey residents for ideas for groups / use</u> – Cllr Horne asked if he should do a survey? He had lists of activities from other Parishes which was helpful. It was agreed that a new survey was needed, including the current suggestions, and it would be on paper and electronic. 	<p><u>LFL</u></p> <p><u>HH</u></p>
15/19	<p><u>VILLAGE GREEN</u></p> <p>The Parish Clerk reported on:</p> <ol style="list-style-type: none"> <u>Update on the transfer of Land and Funds</u> – the land and the funds are expected to be completed very soon, hopefully in the next couple of weeks. <u>Outstanding items by Bellway – replacement of 3 dead trees / missing trees, lamppost PC6 etc.</u> – these items are in hand with Bellway, and the Parish Clerk will be chasing them up if no action within a couple of weeks <u>Confirmation of the Grass Cutting 2019 season contractor</u> – Bill Burtinshaw of Greenscapes has confirmed he is ready to start mowing / strimming as soon as the season begins. He also confirmed his prices remain as quoted. <u>Provision of Bin on Village Green</u> – this will be provided once the Village Green is owned by the Parish Council. <p>Mr Marlow observed that the grass on the Village Green is poor, very weedy. In order to have a lovely Village Green Bellway should be asked to do something to improve it. Cllr Harding said the Parish Council would look at ways of improving it over the coming months.</p>	<p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p>

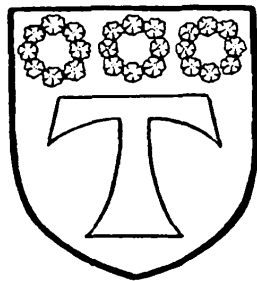
16/19	<p><u>VANDALISM TO WESTERTON TELEPHONE BOX</u></p> <p>Cllr Fabricius reported that on Boxing Day night an incendiary device had been used to destroy the Telephone Box in Westerton. He said there were 8 incidents in the area that night and 3 people have subsequently been arrested and are on bail until 5th February. The Box had only just been repainted and the explosion blew the door off.</p>	
17/19	<p><u>REVIEW OF CHRISTMAS TREE CELEBRATION AND BUDGET/COSTS</u></p> <p>The Parish Clerk confirmed that the event had gone very well, and had come in within the budget of £670.00, at £632.80. This sum to be covered by the NHB 33/17 residue from last year. The 2 Christmas Trees had kindly been paid for by the Goodwood Estate, and thanks were given to them. The trees and decorations had lasted well during the month. Mr Blanchard said he had details of a potential sponsor for the future, and he was asked to email this to the Parish Clerk. Cllr Harding asked that it be noted that the Parish Council recorded its thanks to the organisers of the event – Sara Watkins, Gemma Young, Gael Emmett and Linda Lanham.</p>	
18/19	<p><u>PARISH COUNCIL ELECTIONS 2ND MAY 2019</u></p> <p>Cllr Harding gave advance notice of the forthcoming Parish Council elections to be held on 2nd May 2019. The Parish Council will be allowed 9 Councillors from May, instead of the current 7. He advised that it is very likely there will be at least 1 vacancy plus the 2 new seats, and that the Parish Council will be looking for new candidates. He remarked that Councillors will be given training, and anyone interested should contact the Clerk.</p> <p>The Clerk advised that the Notice of Election will be coming out on 26th March.</p>	LFL
19/19	<p><u>VELO SOUTH 4 PARISHES REVIEW MEETING HELD ON 27TH NOVEMBER</u></p> <p>Cllr Harding advised that there had been a meeting of the 4 Parishes (Westhampnett, Lavant, Boxgrove & Singleton) on 27th November 2018, with WSCC Leader Mrs Goldsmith in attendance. The meeting was to express concern in regard to a possible future event. The 4 parishes would prefer the event does not occur, but if WSCC permit it, then the impact must be mitigated as much as possible.</p>	
20/19	<p><u>COMMUNICATION WITH RESIDENTS OF THE PARISH</u></p> <p>The paper Parish Council Newsletter which was delivered to every property in late November has proved useful. Thanks were given to Cllr McLeish for dealing with it. Several members of the public remarked that they preferred the newsletter to be on paper. Cllr James asked if people had read it, and members of the public attending said they had. Subsequently several emails had been received by the Parish Clerk, especially in regard to Allotments, Activities wanted and being offered for the Community Hall and Volunteers. Mrs Kent, a resident, suggested that the Church monthly newsletter could carry a line in it pointing people to the Parish Council website. The Councillors agreed that would be helpful, and thanked Mrs Kent. It was suggested that, in the future, it may be possible to arrange joint distribution of the 2 newsletters. Thanks were given to Rolls Royce for again printing the A4 double sided sheet. The next newsletter is scheduled for early February.</p>	CMcL
21/19	<p><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u></p> <ol style="list-style-type: none"> 1. Cllr Harding asked the Parish Clerk to circulate the Minutes earlier, and she said she would do so. 2. Councillors asked if it would be possible to have a representative from Viridor at the next meeting to discuss the waste blocking the drains and the Biffa trucks approaching the HWRS from the wrong direction. The Parish Clerk was asked to arrange this. 3. Cllr Hardstaff reminded Councillors that the Parish Council needs to apply for SDNP CIL money by 15th February, and could everyone consider what to apply for. 	LFL LFL ALL
22/19	<p><u>PARISH FINANCIAL MATTERS</u></p> <ol style="list-style-type: none"> 1. The Parish Clerk has previously circulated the accounts to 31st December 2018, which were accepted. 2. The Parish Clerk presented the budget for 2019/20 following a meeting of the Finance Committee. This amounted to £72,120, and included the full running costs of the Community Hall, taking no account of any income that should be received during this period. The Parish Council would like the total precept for 2019/20 to be £43,210 which is very slightly higher than 2018/19. However, as the tax base has also slightly increased since 2018/19 the amount to be paid per taxpayer should remain the same as 2018/19. This budget and precept was proposed by Cllr Horne, and seconded by Cllr McLeish. The Parish Clerk should now advise CDC. 	LFL
23/19	<p><u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS</u></p> <ol style="list-style-type: none"> 1. The Parish Clerk advised the Councillors that very near to Christmas she had received a Christmas card addressed to Westhampnett Parish Council from Gillian Keegan MP. She showed the card to all. 2. The Parish Clerk asked if the Notices regarding the Local Plan consultation could be put up on the Noticeboards and provided copies. 3. The Parish Clerk advised that, further to the letter to The Officer to the West Sussex Lieutenancy, Mr. Paul Legrave, asking if the Duke and Duchess of Sussex might care to officially open the new Community Hall, she has received a reply saying that this would be extremely improbable as they are concentrating on specific topics such as women's' issues, young people, disability and sport. The letter advised that the Councillors should explore other possibilities. 	
24/19	<p><u>DEALING WITH LOCAL ISSUES</u></p> <p>Cllr Hardstaff reminded residents that Chichester Priory Rotary Club would be holding the 10k run on February 3rd. There would be notices all around the City, and all profits go to Charity. There would be 1,500 runners.</p>	

25/19	<p>QUESTIONS BY THE PUBLIC: Any resident of the area covered by the Council and present at the meeting may ask questions relating to the business of the Council.</p> <ol style="list-style-type: none"> 1. A resident asked about having another dog waste bin. Cllr Burborough advised that all waste bins can now take dog waste. Several residents and Councillors remarked on the state of the footpath from Maudlin to Westerton as owners are not clearing up after their dogs. The Parish Clerk offered to discuss this again with the Dog Warden who had been very helpful last time. It was agreed that a Bin is needed at Maudlin, location to be finalised, and Bin supplied. 2. Mr Marlow reminded the Parish Council that the deadline for comments in regard to the Local Plan is 7th February. 	<u>LFL</u>
26/19	<p><u>DATE OF NEXT PARISH COUNCIL MEETING: 11th FEBRUARY 2019</u></p> <p>Noted</p>	
27/19	<p><u>CLOSE MEETING</u></p> <p>The meeting closed at 8.55pm.</p>	

Signed.....

Chairman of Meeting

Date.....



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham

Oak Tree Cottage, Claypit Lane, Westhampnett, Chichester PO18 0NU

Tel: 07960 947773 email: westhampnettclerk@gmail.com

www.westhampnettpc.co.uk

Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 11th February 2019 at the March C of E School, Westhampnett

Present:

Parish Councillors: Cllr W P Harding (Chairman), Cllr J L Hardstaff (Vice-Chairman), Cllr S Burborough, Cllr H Horne, Cllr S James, and Cllr C McLeish.

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham.

WSCC Cllr J Hunt, CDC Cllr M Hall and 13 members of the public also attended.

28/19	<p><u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE</u> The Chairman opened the meeting. Apologies received from Cllr R Fabricius, Mr Andrew Ball (Rolls Royce Motor Cars Ltd) and Ms Ciara Williams (Goodwood Estate).</p>	
29/19	<p><u>DISCLOSURE OF INTERESTS</u> Cllr Burborough (Rolls Royce).</p>	
30/19	<p><u>CONFIRM MINUTES OF THE LAST MEETING</u> held on 21st January 2019 <u>RESOLVED:</u> That the minutes of the meeting held on 21st January 2019 are approved by the Council and signed by the Chairman as a true record of the meeting. Proposed by Cllr Burborough, seconded by Cllr James, and all voted in favour.</p>	LFL
31/19	<p><u>MATTERS ARISING</u> None.</p>	
32/19	<p><u>REPORTS FROM EXTERNAL BODIES:</u> including District and County Councillors and local organisations. <u>WSCC Cllr Jeremy Hunt</u> reiterated his apologies for the last meeting as he was attending East Deans quarterly Parish Council meeting on the same evening. He advised that WSCC are finalising <u>the budget</u>, to be approved this Friday. There is a £145m funding gap over the next 4 years, and this is to be covered by a council tax increase of 4.99% (3% general tax; 2% adult social care) and savings. He said the county is facing an increasing demand for children and adult social care. In regard to the <u>A27</u>, he said Highways England had rejected both North (environment and cost) and South (land restrictions) options. Cllr Harding asked why Mrs Goldsmith is reported to have said that the Northern route is back on. Cllr Hunt disagreed that she had said that. He advised that Mrs Goldsmith is having a meeting with Mrs Keegan (MP) and Mr Jesse Norman (Minister of State for the Department for Transport). He added that he does not get a lot of information on this subject. Cllr Harding said that Mrs Goldsmith would not support the Southern route, so she is pushing the Northern one. It was remarked that The Witterings had held an Open meeting and Mrs Goldsmith and Mr Pieter Montyn (WSCC Councillor for The Witterings) were there to talk about the A27. Cllr Hunt said maybe Mrs Goldsmith would come to the North for a meeting. He said the mitigated Northern route had cuttings and would be semi-tunnelled. Cllr Hall said that there had been another Northern route but that was out of the running as housing had been approved in that location. He remarked that SDNP will not allow the route in the National Park, and it seems Highways England had not included compensation to Goodwood in their costings. Cllr Hunt advised that a safety measure is to be added to the <u>A285 Petworth Road</u>, just north of Halnaker. The road is to be widened and a rumble strip included showing the edge of the road. Cllr James asked if there has been any feedback / criticism on the limited hours for <u>the Tip</u>. Cllr Hunt said no, and Cllr James asked if it could be opened for longer, perhaps with less staff, to encourage people to take their rubbish. Cllr Hunt stated that WSCC do not charge for waste, unlike some Councils, although free permits are needed now for trailers to ensure only local people are using the Tip, not people from Hampshire. He said that choices are needed when budgets are so stretched, but he would pass the comments on. Cllr Hunt said the Tip was very well run. In regard to fly-tipping Cllr Hunt asked if <u>Love West Sussex</u> could be promoted as an easy way to report such matters. Parish Clerk to add to PC website.</p>	JH LFL
	<p><u>CDC Cllr Mike Hall</u> reported that CDC had sent out a <u>Housing Strategy</u> Survey online, and it would help if people could look at it. It is called Let's Talk Housing.</p>	

<p>32/19 Cont.</p>	<p>Mr Andrew Ball of Rolls Royce had sent a written report which was read out by the Parish Clerk:</p> <p><u>Public consultation.</u> As I have stated publicly at the Parish Council several times, we fully support the introduction of parking controls (resident permits), increased double yellow lines and the enforcement of speeding fines in the local area. We are delighted that a public consultation will be held and fully support this initiative.</p> <p><u>Parking.</u> The Parking Management System for all three car parks is now fully commissioned and the process continues to be fine-tuned. Employees parking in local roads are being challenged daily by our Security team 'on the street' and disciplinary action is being taken where appropriate. Numbers of cars parking on-street is reducing.</p> <p><u>Speeding.</u> The communications/education programme to/with our employees continues. FYI we await contact from the Westhampnett Speedwatch Group – we've not heard from the Group for several months.</p> <p><u>Congestion.</u> Our shift programmes are being continuously reviewed in order to minimise congestion at peak times.</p> <p><u>School car park.</u> We are in the final stages of snagging to ensure the car park is 'school ready' and are anticipating opening very soon.</p> <p>Mr Andy Baily, a resident of Roman Walk, said the situation had got worse last week, and cars are parked on the pavement tonight. There was one particularly bad one on Saturday. Mr Baily said he emails Mr Ball but nothing happens. Mr Andrew Blanchard, a resident of Claypit Lane, said that there is a RR car opposite his house now. He went on to say that there were 18 cars on one side of Old Arundel Road. Saturday morning Shifts are still parking there. Mrs Gillian Kennett, a resident, asked if these were all RR cars that are not allowed to park inside RR. She said she had seen official people taking notes. Cllr Hardstaff said the original car park is not full; there were at least 20 spaces she could see. Mrs Kennett asked what would happen if RR let non-car sharers in? Cllr Hardstaff said local employees have to drive to Bognor, to get the RR bus back to Westhampnett. Cllr Harding asked if Mr Baily could send any reports to the Parish Clerk, and he would then take them up with Mr Ball. Cllr Harding said he would try again to get a resolution.</p>	<p>WPH</p>
<p>33/19</p>	<p>MEMBERS' REPORTS: To receive reports from Members where not covered in agenda below.</p> <p>None</p>	
<p>34/19</p>	<p>REQUESTS RECEIVED BY PARISH CLERK</p> <ol style="list-style-type: none"> 1. <u>Goodwood hedges:</u> The Rolls Royce path is still outstanding, and Ms Williams is still discussing with RR, Parish Clerk to follow up. 2. <u>Cut back hedges in Old Arundel Road:</u> This has been reported to Hyde Housing, and reference number provided. No action has been seen so far, Parish Clerk to chase up. 3. <u>Additional Post Box:</u> The application is to be actioned by Parish Clerk. 4. <u>Lights on the Village Green:</u> Confirmation has been received that PC6 bulb, and the entire pole change is now on the Bellway contractors' job list. 5. <u>Damaged Sign Post at the bottom of Claypit Lane:</u> This has now been replaced. 6. <u>Pot hole in Claypit Lane:</u> Reported, to be done within 1 month 7. <u>Fly-tipping in 2 locations:</u> Reported, and collected 8. <u>Replacement Dog Bin to Litter Bin:</u> To be actioned by Parish Clerk. 9. <u>New report on 11th February – Hedge needs cutting back:</u> Goodwood owned Duchess Cottage on Stane Street. Parish Clerk to contact Goodwood. 	<p>LFL</p> <p>LFL</p> <p>LFL</p> <p>LFL</p> <p>LFL</p> <p>LFL</p>
<p>35/19</p>	<p>PLANNING MATTERS: To receive a report on recent planning applications</p> <p>Planning Applications: Cllr Hardstaff detailed the following -</p> <p><u>WH/18/03318/ADV & WH/18/03319/ADV</u></p> <p>Mr Brad Slingo, Barratt David Wilson Homes Land Off Madgwick Lane Westhampnett West Sussex</p> <p>1 no. MSM signs, 9 no. flag and flag pole signs, 1 no. SSM sign, 2 no. SSS signs, 6 no. SSS signs, 2 no. house plaque, 1 no. fascia sign, 1 no. opening hours vinyl and dots sign, 1 no. sales clock, 1 no. post box and brochure holder and 1 no. gable end letters for sales arena pertinent to Madgwick Park scheme for 300 dwelling units.</p> <p>Miss Megan Hamlyn, Barratt David Wilson Homes Land Off Madgwick Lane Westhampnett West Sussex</p> <p>1 no. MSM sign, 5 no. flag and flag pole signs, 1 no. SSM signs, 3 no. SSS signs, 2 no. House Plaque signs, 1 no. Fascia signs, 1 no. opening hours vinyl and dots, 1 no. sales clock, 1 no, post box and brochure holder and 1 no. gable end letters for 1 Madgwick Park Barratt Homes Sales Arena signage for a Development of 300 Dwelling units.</p> <p>The Parish Council has no Comments.</p> <p><u>WH/19/00111/DOM</u> Mrs Karen Williams 2 The Sadlers Westhampnett PO18 OPR Removal of existing rear conservatory and erection of a new brick built extension.</p> <p>This has just been received, to be reviewed.</p>	<p>JLH</p>

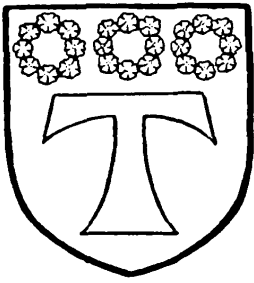
35/19 Cont.	<p><u>WH/18/03299/DOM</u></p> <p>Mr Kamil Krasoski Pampas Cottage Claypit Lane Westhampnett Chichester Detached double garage, security gate and fence to frontage.</p> <p>The applicant has withdrawn the wall/fence/gates. CDC have permitted the garage with the condition that it can only be used as a garage for the dwelling house and for no other purpose.</p> <p>Mr Blanchard remarked that he thought that the garage to be demolished was built from Westhampnett bricks which are very rare.</p>	
36/19	<p><u>NEIGHBOURHOOD PLAN UPDATE / LOCAL PLAN UPDATE TO 2035</u></p> <p>Cllr Hardstaff reported that the Neighbourhood Plan had a few amendments and was now referred back to the Planning Consultant. No real progress since last meeting.</p>	<u>JLH</u>
37/19	<p><u>SDNP COMMUNITY INFRASTRUCTURE LEVY: Submission of projects by 15th February</u></p> <p>Cllr Hardstaff suggested that the application for funds should be for new Public Footpaths along New Road, and to Lavant, as noted in the Neighbourhood Plan. The Councillors agreed, and the Parish Clerk offered to assist and ensure submitted in time.</p>	<u>JLH / LFL</u>
38/19	<p><u>WSCC / CDC CYCLE LANE & SPACE AUDIT REVIEW OF OPTIONS FOR PARKING</u></p> <p>Cllr Harding reported that there is to be a Public meeting on 6th March, 6-8pm, at the March School so that residents can view the plans for Parking and Cycle Lanes.</p> <p>The WSCC Public Consultation is open from 25th February – 31st March online, and the proposed Parking Zones and Yellow Lines can be seen there.</p> <p>Cllr Hunt said he had signed off the approval for the Cycle route and the TRO is to be drawn up and published in the next few weeks. He said the 2 sets of plans had been looked at together.</p>	<u>LFL</u>
39/19	<p><u>SPEEDWATCH AND SPEEDING IN THE PARISH</u></p> <p>Following the recent accident on Stane Street the Chairman wrote to Sussex Police requesting more speed checks, and more 30 mph signs. The response from the Police was that they do not have the resources to do this. Mr Blanchard commented that this response should be sent to the PCC.</p> <p>Cllr Hunt advised that he had contacted WSCC Chris Dyer about the accident, and asked him about the traffic control on the Portsmouth Water works at the time. Cllr Hunt also said that the WPC request for more 30mph signs was a problem, in that repeater signs cannot be provided where the street lights are at a certain distance apart as this signifies a 30 mph area anyway. Mr Bob Keatley, a resident, asked if there could be a 30mph roundel on the Village Sign on Stane Street. Cllr Hunt said this can be applied for, and perhaps white gates at the entrance to the village could be considered. He suggested asking Cllr Henry Potter, Boxgrove, in this regard as they have some. He thinks they cost about £500. He remarked that it would help if Sussex Police could keep any speeding fines.</p> <p>Mr Blanchard said the Speedwatch system was poor. Cllr McLeish said more people are needed to log onto the website and get trained. The Speedwatch link is communityspeedwatch.org</p> <p>The Parish Clerk asked if the PC would wish for a Speed Gun to be purchased to assist the Group, so they didn't have to borrow from the Police Station. This was agreed and the Parish Clerk would get in touch with Linda Campbell and Sussex Police.</p> <p>Cllr Hunt left the meeting at 8pm.</p>	<u>LFL</u>
40/19	<p><u>COMMUNITY HALL</u></p> <ol style="list-style-type: none"> <u>Contract / build progress:</u> Cllr Hardstaff reported that the building is rising; however the weather has caused some fits and starts on the works. <u>Costs so far:</u> Cllr Hardstaff advised that £116k had been spent so far. <u>Meeting Date to discuss personnel to run Hall, and activities:</u> Cllr Harding said it is important to make sure the finances of the Hall will stack up. A meeting date is to be arranged at the end of this meeting. (Later agreed as 21st February at 7pm). Cllr Henry Potter, Boxgrove, asked if the new Community Hall would have a meeting room or office. He was advised neither were included. 	
41/19	<p><u>VILLAGE GREEN</u></p> <p>The Parish Clerk reported on:</p> <ol style="list-style-type: none"> <u>Update on Transfer of Land and Funds:</u> The land and the funds are now owned by the Parish Council. <u>Insurance of Village Green land, Village Green fencing, street furniture, trees and lighting, plus Play Area, fencing and Equipment:</u> Came and Co had increased the insurance cover for the Street Furniture, trees and lighting by £20,000 and the Play equipment by £30,000. The additional premium, until renewal on 1st June, is £71.91, and this was approved by the Councillors, and now to be paid. <u>Costs of the provision of Seat and Waste Bin on Village Green, and Bin inside Play Area:</u> These will be available at the next meeting <u>Outstanding items by Bellway – replacement of 3 dead trees / missing trees, lamppost PC6 etc.:</u> these items are in hand with Bellway, and the Parish Clerk will be chasing them up if no action within a couple of weeks 	<u>LFL</u> <u>LFL</u> <u>LFL</u>

42/19	<u>HWRC (The Tip): To receive a presentation from a representative of Viridor</u> No one has been available to attend, deferred until the next meeting.	<u>LFL</u>
43/19	<u>WASTE BIN AT MAUDLIN</u> Further to Minute 25/19 item 1. where it was agreed to provide a Litter Bin at Maudlin, the Parish Clerk enquired if the location had been decided. The Councillors agreed to leave the siting to CDC in such a place that it can easily be emptied. The Parish Clerk to get a quotation from CDC. Mr Blanchard offered to empty the new Litter Bin in the Village Green Play Area when he does the regular inspections, rather than pay CDC to empty that one.	<u>LFL</u>
44/19	<u>NEWSLETTER / COMMUNICATION WITH RESIDENTS OF THE PARISH</u> Cllr McLeish has created the next newsletter, and Mr Ball (RR) has confirmed it is currently being copied. Cllr James offered to deliver the newsletter around the Grange, with Mr Blanchard offering as a backup for Stane Street, and other areas to be done by those people as before. Mrs Barbara Spearman, a resident, suggested that the PC should be on "Nextdoor" and She gave Cllr McLeish the details. Cllr Horne had spoken to Rev. Rachel about combining deliveries with the Church Newsletters. She said they went to every house, but the PC thinks not, so left as it is for now.	<u>CMcL</u>
45/19	<u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u> 1. Cllr McLeish, and the rest of the PC, thanked Mr Blanchard and Mr Keatley for keeping the Westerton Play Park so well. 2. Cllr Burborough asked everyone to keep writing to Viridor about the glass debris. If they will not attend a Parish Council meeting it was suggested that a letter should go to WSCC.	<u>LFL</u>
46/19	<u>PARISH FINANCIAL MATTERS</u> 1. It was noted that confirmation had been received from CDC for precept of £43,210 for 2019/20. 2. It was noted that £50,000 had been received being 1 st payment from £104k from the S106 The Grange. 3. It was noted that receipt is expected of £50,000 in late March being 2 nd payment from £104k from the S106 The Grange. 4. It was noted that £746.04 NHB 33/17 had been received, and £632.80 had been spent on the Xmas tree project with residue of £113.24 now in NS&I Community Hall Fund. 5. It was noted that £12,963 had been received for NHB 39/18. The Parish Council agreed that this should be moved to NS&I Community Hall Fund. 6. The accounts up to 31st January 2019 were approved by the Parish Council.	<u>LFL</u>
47/19	<u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS</u> None.	
48/19	<u>DEALING WITH LOCAL ISSUES</u> None.	
49/19	<u>QUESTIONS BY THE PUBLIC:</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. 1. Mr Keatley asked if Viridor have a wash bay. Are they wheel washing? Cllr Burborough said she had looked for a wheel wash on the plans but could not find one. He noted that recycling figures are down. 2. Mr Blanchard asked about the new entrance / exit to the Shopwhyke Lakes development. On the A27 Tangmere to Portfield carriageway there is to be a new in and out. Whilst this is being built, will there be an increase in cars along Stane Street? He also said 6000 cars a day use Oving Lights which are to be shut. Cllr Potter, Boxgrove, said he spoken to WSCC Cllr Simon Oakley (also Tangmere Parish Council Cllr) about this. Mr Blanchard said he is very concerned about the possible extra traffic through the village. It seems that the No 55 bus is to be diverted through Shopwhyke Lakes once this new entrance is made. The Parish Clerk will make enquiries. It is noted that there is to be a new footbridge over the A27 re-joining the 2 parts of Coach Road. 3. Mr Blanchard said that at the Solar Farm there had been 700 tons of topsoil brought in and it was being moved around in a swamp by 2 crawler diggers. The trees that were being planted were not being firmed in.	<u>LFL</u>
50/19	<u>DATE OF NEXT PARISH COUNCIL MEETING: 11th MARCH 2019</u> Noted	
51/19	<u>CLOSE MEETING</u> The meeting closed at 8-30pm.	

Signed.....

Date.....

Chairman of Meeting



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham

Oak Tree Cottage, Claypit Lane, Westhampnett, Chichester PO18 0NU

Tel: 07960 947773 email: westhampnettclerk@gmail.com

www.westhampnettpc.co.uk

Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 11th March 2019 at the March C of E School, Westhampnett

Present:

Parish Councillors: Cllr W P Harding (Chairman), Cllr J L Hardstaff (Vice-Chairman), Cllr S Burborough, Cllr H Horne, Cllr S James, and Cllr C McLeish.

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham.

WSCC Cllr J Hunt, CDC Cllr M Hall, Mr J Pickford (LPC), Mr N Reynolds (A27 Alliance), Mr A Ball & Mr N Carter (RR), Mr B Slingo and 37 members of the public also attended.

52/19	<u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE</u> The Chairman opened the meeting. Apologies received from Cllr R Fabricius, Ms Ciara Williams (Goodwood Estate) and Mr Mark Gibb (Goodwood Aerodrome).	
53/19	<u>DISCLOSURE OF INTERESTS</u> Cllr Burborough (Rolls Royce).	
54/19	<u>CONFIRM MINUTES OF THE LAST MEETING</u> held on 11 th February 2019 Cllr Hunt said that in Item 32/19 in the Minutes with regard to the A27, the word <i>bridges</i> had been left out of the text, should read <i>cuttings and bridges</i> . The Parish Clerk checked the handwritten record taken at the time, and no note was there. As the details are not material due to no agreed plan for the A27, the Minutes were approved as they stood. <u>RESOLVED:</u> That the minutes of the meeting held on 11 th February 2019 are approved by the Council and signed by the Chairman as a true record of the meeting. Proposed by Cllr McLeish, seconded by Cllr Horne, and all voted in favour.	<u>LFL</u>
55/19	<u>MATTERS ARISING</u> None.	
56/19	<u>REPORTS FROM EXTERNAL BODIES:</u> including District and County Councillors and local organisations. <u>WSCC Cllr Jeremy Hunt</u> advised that the <u>Council Tax</u> amount was approved on 15 th February. He advised that the planned meeting in respect of the <u>A27</u> that Ms Goldsmith was to have with Mrs Keegan (MP) and Mr Jesse Norman (Minister of State Dept for Transport) was postponed by the Minister, with no new date known. In regard to the <u>Parking Proposals</u> Cllr Hunt confirmed that these were going to be discussed at the South Chichester County Local Committee Meeting on 18 th June. Cllr Hunt advised that West Sussex is running a <u>Slipper Swop</u> – this is to allow elderly people to swop their old slippers for new ones. This applies to all as slips and trips are very costly to the County. If you know of anyone who would benefit please go along to the swop session at Chichester Library on Thursday 28 th March. There is a poster available if we would like it, and more details from www.westsussex.gov.uk/falls . <u>CDC Cllr Mike Hall</u> reported that the <u>Stagecoach Bus 55</u> was to be re-routed temporarily whilst the roadworks were carried out on Stane Street. The buses would go along Stane Street, and turn around the roundabout at Maudlin and return back along Stane Street.	
57/19	<u>MEMBERS' REPORTS:</u> To receive reports from Members where not covered in agenda below. None.	
58/19	<u>REQUESTS RECEIVED BY PARISH CLERK</u> 1. <u>Goodwood hedges:</u> The Rolls Royce path is partly done. Parish Clerk to follow up. 2. <u>Cut back hedges in Old Arundel Road:</u> This has been reported to Hyde Housing, and reference number provided. A second chase was made, still no action has been seen so far, Parish Clerk to chase up again. 3. <u>Additional Post Box:</u> The application is to be actioned by Parish Clerk. 4. <u>Lights on the Village Green:</u> Confirmation has been received from Bellway that PC6 bulb, and the entire pole change is now on order, with delivery date to be advised. 5. <u>Pot hole in Claypit Lane:</u> Done 6. <u>Replacement Dog Bin to Litter Bin:</u> Awaiting assessment by CDC. 7. <u>Goodwood Hedge at Duchess Cottage on Stane Street.</u> Done.	<u>LFL</u> <u>LFL</u> <u>LFL</u> <u>LFL</u> <u>LFL</u>

59/19

A27 ALLIANCE:

Mr James Pickford and Mr Nick Reynolds had been invited by WPC to make a presentation to the Parish Council.

Mr Pickford (Chairman of Lavant Parish Council) said that Lavant and other parishes had received a Freedom of Information request in regard to the A27 Alliance from Mr Mike Dicker who had been invited to this meeting. He asked if Mr Dicker was present in the room. No-one said they were him.

Mr Pickford said that he and Mr Reynolds had discussed the A27 over the last 4 years and there had been no conclusion since 2005, due to National Park Planning rules and lack of budget. Lavant PC has withdrawn from other A27 discussions. He explained that Mr Reynolds represents the A27 Alliance and he will talk about that as the catalyst for today had been the FOI request.

Mr Reynolds explained that the A27 Alliance is not a formal group, with no lists of members etc. In June 2018 there were discussions about the mitigated northern route and the upgraded southern route but there was disconnect between Highways England (HE) and WSCC.

A27 Alliance is a vast group of interested persons and professionals. The group investigates issues and is happy to share with others. The common goal is to upgrade the existing route. The A27 Alliance does not represent any other organisation, only itself. They want Fix it First on the existing route, and this is the requirements of CDC's review of the road which relies on the 2011 WSCC Transport Plan.

Last month HE rejected both WSCC mitigated northern route and the full southern route. He asked – when will WSCC Leaders understand that HE's No mean No? WSCC ignored the survey result and now something is needed to bind the community as this is divisive. An evidence based lead is needed, taking into account HE and budget constraints. The A27 Alliance is a group of allies.

Cllr Hall asked why the mitigated route is still being mentioned by WSCC – Mr Reynolds said no evidence had been given. Cllr Hardstaff asked how the A27 Alliance is funded, and what do you want from WPC. Mr Reynolds said they had no funding. Mr Pickford explained that LPC are supporting the A27 Alliance, or not, as each idea is put forward. Mr Derek Marlow, a resident, asked if the question is to join, or not to join? Hr suggested that the PC should not align itself one way or another.

Cllr Harding said this issue was rumbling on, and the majority said do up the A27. Would the audience support the enhancement of the A27? Mr David Beasley, resident, said – why support the North if this would adversely affect Westhampnett? Mr Lloyd Tooze, resident of Boxgrove, said he had lived here for only the last 10 years, and suddenly the support for the southern upgrade was pushed aside. Cllr Harding suggested voting is at the bottom of it. Mr Henry Potter, Chairman of Boxgrove PC, said that in the National Policy for Parks did not allow roads to go through the Park, or on its boundaries. These policies have been strengthened not weakened.

Cllr Harding said there were no civil engineers or finances involved, and Mr Reynolds said that there were no policies anywhere that support the northern route. HE will only put forward a scheme that will get through an inspector. He concluded that it is an appalling situation that affects us all, with nothing done, it is such a shambles.

Cllr Hunt said his views were well known; he does not support a northern option – but he is 1 out of 71 Councillors (not many of whom are impacted by the route). The CDC Councillors are more affected. The 2 options should have been properly assessed by HE. He is not party to discussions, and he is doing what he can.

Mr Reynolds said that the 10 worst congested towns in the UK do not include Chichester, and WSCC has no money.

Cllr Hall thanked Mr Reynolds for his presentation.

Cllr Harding asked for an informal show of hands from all those attending in regard to whether or not they supported the suggestion of supporting the A27 Alliance. This was 50%.

The resolution was then made as below:

RESOLVED: That the Parish Council support the A27 Alliance group.

Proposed by Cllr Harding, seconded by Cllr James, and all voted in favour.

60/19

REVIEW OF WSCC PRESENTATION OF PARKING PROPOSALS ON 6TH MARCH 2019

Cllr Hardstaff said she thought that there should be double yellow lines **all** along Stane Street from the Chichester Park Hotel to Maudlin. She said the road curves, and it's a dangerous situation, better if no cars are parked on the road.

A resident asked about fixed speed cameras – would they be a deterrent to speeding? It was suggested that traffic calming measures such as at Selbourne (using pinch points and 20mph) might help? There followed general discussion about options for yellow lines. Also the use of single yellow lines was mentioned. It was commented that people moderated their speed if cars are parked on the road.

Mr Andrew Ball said RR strongly endorsed WSCC Parking Management Plan, and that RR had asked the Authorities to deal with the speeding. He confirmed that RR is managing parking on local roads, and today they were addressing Old Arundel Road. They are now having to discipline staff. He is hopeful this will have a positive effect so that soon the parking issues will not be due to RR staff. He has written to the Leaders of CDC and WSCC again.

He said he thought speed cameras would prove that there is a problem, and the Speedwatch group need to provide the data. Mr Beasley, resident, asked if the RR supplier trucks and buses could go slower. Mr Blanchard, resident, commented that he had to put cones outside his house, so he can get into his driveway. Another resident said that where he lives there are lots of parked cars from The Grange, and that there had been parking in the afternoon on Roman Walk. Mr Ball said he had supported, including via TV and Radio, that parking is an issue.

<p>60/19 Cont.</p>	<p>Mr Tooze, resident of Boxgrove, said the shift change was also an issue, with queues in Stane Street. Mr Ball confirmed that the shift change buffer period is being reviewed. Cllr Hunt asked if deliveries were restricted during this time, and Mr Ball confirmed that they are.</p> <p>Mr Ball confirmed that the new School Car Park is now signed off, opening in March</p> <p>Ms Jane Ambrose, Churchwarden, said that the Church has an agreement with Westhampnett House that Church attendees can park in their car park.</p> <p>Cllr Hunt confirmed that should the Parking Proposals be implemented they would be reviewed after 12 months.</p> <p>The Parish Clerk was asked to submit the PC suggestions by email to WSCC, including revised times M-F 9-5, rather than those on the proposal.</p> <p><u>JH, HP, and MH then left the meeting at 8.25pm.</u></p>	<p><u>LFL</u></p>
<p>61/19</p>	<p><u>PLANNING MATTERS:</u> To receive a report on recent planning applications</p> <p><u>Planning Applications:</u> Cllr Hardstaff detailed the following -</p> <p><u>WH/19/00307/DOM</u></p> <p>Mrs T Keyter The Stables Stane Street Maudlin Westhampnett Installation of bifold doors to rear northern elevation. The Parish Council has no Comments.</p> <p><u>WH/19/00111/DOM</u></p> <p>Mrs Karen Williams 2 The Sadlers Westhampnett PO18 0PR Removal of existing rear conservatory and erection of a new brick built extension. The Parish Council has no Comments.</p> <p><u>WH/18/02225/FUL</u></p> <p>Mr Luke Leleu Maudlin Mill Sidengreen Lane Maudlin Westhampnett Provision of 2 no. industrial units (B1/B2). CDC Decision is still pending</p> <p><u>WH/18/02003/FUL</u></p> <p>Mr & Mrs Ubsdell Greytiles Claypit Lane Westhampnett PO18 0NU Demolition of existing garage, construction of additional dwelling and associated works, subdividing plot. This was refused by CDC on 7th March 2019.</p> <p><u>Madgwick Park - Allotments</u></p> <p>The Parish Clerk read out 2 emails received in regard to discharge of Conditions 10, 11 and 12 of the Planning Application. These made many comments and commitments which were not agreed by the Parish Council.</p> <p>Mr Brad Slingo, Barratt David Wilson Homes explained that the Freehold Land was to be transferred to the Parish Council. There was to be no Management Fee for use of the road leading up to the Allotment site, this is to be WSCC tarmac public road.</p> <p>Mr Bob Holman said the visit to Lavant Valley Allotment Association had been very useful, and a meeting is needed for the next stage.</p> <p>Mr Derek Marlow remarked that, in his opinion, pre-application discussions with residents is the best way, and said that BDW could withdraw their application for discharge of conditions 10,11 and 12, if they wished.</p> <p>Cllr Harding said that there had been a complaint by a resident in regard to the mud on Madgwick Lane, which when dry was leaving dust all over the cars, and a slippery road when wet. The construction traffic is going into the site by both entrances, but was supposed to be via Stane Street only. Mr Slingo confirmed that it would be from Stane Street only from May. There were complaints of bad language being used on arrival in the early morning and on the site. These had been referred to CDC.</p> <p>Ms Ambrose, Churchwarden, asked if there had been any further news on the access to the Church land, with a path through from Madgwick Park. This had been requested in March 2018 but nothing more heard. Mr Slingo agreed to look into this.</p>	<p><u>BS</u></p>
<p>62/19</p>	<p><u>NEIGHBOURHOOD PLAN UPDATE / LOCAL PLAN UPDATE TO 2035</u></p> <p>Cllr Hardstaff reported that the Neighbourhood Plan had been received back from the Planning Consultant, and work was on-going.</p>	<p><u>JLH</u></p>
<p>63/19</p>	<p><u>SUBMISSION FOR SDNP COMMUNITY INFRASTRUCTURE LEVY FOR FOOTPATHS</u></p> <p>The submission for funds for new Public Footpaths along New Road, and to Lavant, was completed in time, and the outcome is awaited.</p>	

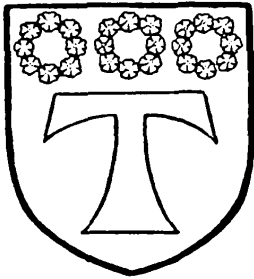
64/19	<u>PURCHASE OF SPEEDWATCH GUN AND SPEEDING IN THE PARISH</u> The Parish Clerk advised that Linda Campbell has resigned as Speedwatch Leader, and that the purchase of the speed gun was on her work list. Mr Blanchard said they need someone to log the data.	<u>LFL</u>
65/19	<u>COMMUNITY HALL</u> 1. <u>Contract / build progress</u> : Cllr Hardstaff reported that the building is still going up and at rafter stage now. 2. <u>Costs so far / Hire rates</u> : Cllr Hardstaff advised that £153k had been spent so far, about £10k above initial level, but still within contingency. 3. <u>Personnel to run Hall</u> : Cllr Harding said volunteers to run the Hall were needed. A Management Committee needed to be formed, and Cllr Horne has a list of volunteers plus anyone else interested would be very welcome. It will also be necessary to have a list of people running events. 4. <u>Survey results so far from residents for ideas for groups / use</u> : Cllr Horne said he was processing the results from the survey, and there had been lots of suggestions.	<u>HH</u> <u>HH</u>
66/19	<u>VILLAGE GREEN</u> The Parish Clerk reported: 1. The dead / missing trees have now been replaced. 2. Bellway confirmed that Lamp-post PC6 is ordered, to be installed as soon as received. 3. The Grass Cutting would begin in a couple of weeks Mr Andrew Blanchard said a new padlock was needed for the double gates into the Play Area, and he kindly offered to obtain one as soon as possible, and provide the receipt to the Parish Clerk for reimbursement.	<u>LFL</u> <u>AB</u>
67/19	<u>LITTER BIN AT MAUDLIN, AND EXCHANGE OF DOG BIN FOR LITTER BIN AT RR ROUNDABOUT</u> The Parish Clerk had emailed CDC on 26 th February for a quotation to change the dog bin to a litter bin, add a new litter bin inside the Play Area on the Village Green on Stane Street, add a new litter bin on the Village Green on Stane Street, and add a new litter bin at Maudlin at the bottom of the PROW Footpath to Westerton. A reply is awaited. Cllr Harding asked if a litter bin could also be provided at Old Place Lane, in readiness for the occupation of the houses in Madgwick Park and the use of the recreational area. This is noted for future action.	<u>LFL</u>
68/19	<u>VELO SOUTH</u> Cllr Harding advised that Louise Goldsmith has now confirmed that there will not be a Velo South event this year. She has also committed to looking at a method of conducting large scale events in the future.	
69/19	<u>SPARE BUS SHELTER? WHERE TO PUT?</u> After a discussion the 2 places suggested, in order of preference, are by The Church on the north side of Stane Street, or by Everyman's Garage also on the north side of Stane Street. To be advised to WSCC in relation to the cycle path work.	<u>LFL</u>
70/19	<u>GREAT BRITISH SPRING CLEAN 2019 ON 6TH APRIL / WESTHAMPNETT VOLUNTEERS</u> Cllr Harding asked the Parish Clerk to explain about this Spring Clean. The Church has arranged to take part in this national event, and need more volunteers. The Westhampnett Volunteers have agreed to help and lend Hi-Viz jackets and litter pickers. The event is to be publicised via a notice on the PC website, FB and Next Door.	<u>LFL /</u> <u>CMcL</u>
71/19	<u>ANNUAL PARISH MEETING OF ELECTORS ON 29TH APRIL 2019 - PLAN THE EVENT</u> After a short discussion the Councillors agreed that the main focus of the event was to be the Community Hall and its uses. Cllr Horne would provide some displays of Activities suggested. It was suggested that RR be approached for the loan of their display boards again. A local businesses showcase was suggested and the Chairman would give his report for the last year. Refreshments would be provided.	<u>HH</u> <u>LFL</u>
72/19	<u>PARISH COUNCIL ELECTION:</u> Nomination forms can be obtained from the Parish Clerk.	<u>LFL</u>
73/19	<u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u> 1. Cllr Hardstaff remarked that she had written to Rolls Royce some months ago in regard to the possibility of Community Orchard. It was requested that the Parish Clerk take this up with RR. Those present suggested that local varieties of fruit should be planted. 2. Cllr James suggested that a meeting date be set with BDW in regard to the Allotments.	<u>LFL</u> <u>BS</u>
74/19	<u>PARISH FINANCIAL MATTERS</u> 1. The accounts up to 28 th February 2019 were approved by the Parish Council, proposed by Cllr Harding, and seconded by Cllr Horne. 2. It was RESOLVED that a new Barclays Bank Account be opened for the running of the Community Hall. Cllr McLeish proposed, and Cllr James seconded, and all voted in favour. 3. The matter of the initial signatories to 2. above was postponed until the PC meeting on 13 th May in light of the Elections on 2 nd May.	<u>LFL</u>

75/19	<p><u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS</u></p> <p>A letter had been received from Arun and Chichester Citizens Advice asking if the PC would be able to provide a grant of £200 this year. The Councillors agreed to provide this with Cllr Burborough proposing, and Cllr McLeish seconding. The Councillors asked if, when paying the cheque, a question could be asked in regard to the numbers in the Parish that were assisted last year.</p>	<u>LFL</u>
76/19	<p><u>DEALING WITH LOCAL ISSUES</u></p> <p>None.</p>	
77/19	<p><u>QUESTIONS BY THE PUBLIC:</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.</p> <ol style="list-style-type: none"> 1. Those present were reminded that the Volunteers were to work on the Footpath from Maudlin to Westerton over the weekend of 4/5/6 May and that more volunteers were needed for 5th May. 2. A resident asked when the Cycle Path would be ready – the Parish Clerk advised that the Public Consultation process is next. 3. Mr Keatley reminded those present to go online and log their comments on the Parking Proposals. 	
78/19	<p><u>DATE OF NEXT PARISH COUNCIL MEETING: 13th MAY 2019</u></p> <p>This is the annual meeting of the Parish Council including election of Chairman and Vice-Chairman</p> <p>Noted</p>	
79/19	<p><u>CLOSE MEETING</u></p> <p>The meeting closed at 9.30pm.</p>	

Signed.....

Date.....

Chairman of Meeting



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham
Oak Tree Cottage, Claypit Lane, Westhampnett, Chichester PO18 0NU

Tel: 01243 536859 email: westhampnettclerk@gmail.com
www.westhampnettpc.co.uk

Minutes of the Annual Meeting of Electors for the Parish of Westhampnett held at 7.00pm on Monday 29th April 2019 at the March C of E School, Westhampnett

Present:

Parish Councillors: Cllr W P Harding (Chairman), Cllr J L Hardstaff (Vice-Chairman), Cllr S Burborough, Cllr H Horne, Cllr S James, Cllr C McLeish.

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham.

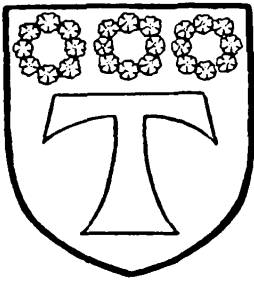
CDC Cllr M Hall, and 15 residents of the parish and others attended, including Mr Andrew Ball (Rolls Royce Motor Cars Ltd).

Minute No	Item	Action
80/19	<p><u>WELCOME BY THE CHAIRMAN OF THE PARISH COUNCIL - CLLR HARDING</u> The Chairman opened the meeting, and welcomed all. Apologies were received from Cllr R Fabricius.</p> <ol style="list-style-type: none"> Cllr Harding thanked Cllr Hardstaff on behalf of the Council and Parish for the sterling work carried out over many years as a Councillor and Vice-Chairman. A presentation of a Garden Token was made with good wishes from all for her retirement from the Council. Cllr Harding thanked Cllr Fabricius (in his absence) on behalf of the Council and Parish for the work carried out over recent years as a Councillor. A presentation of a Garden Token was made with good wishes from all for his retirement from the Council. Cllr Harding introduced and welcomed Mrs Julie Freeman and Mr Richard Morgan who are both standing as candidates for the forthcoming Parish Council elections to be held on 2nd May. 	
81/19	<p><u>TOPICS RAISED BY THE LOCAL ELECTORS.</u> Any local elector may ask a question related to the parish. Items raised: Mrs Ros Craven asked when the <u>Double Yellow Lines</u> are to be done. The Chairman advised that there is to be a meeting with WSCC on 9th May in this regard. Mr Bob Holman raised the subject of the <u>Dog fouling</u>, especially on the Footpaths from Maudlin to Westerton and from Westerton to RR. He said this is disgusting for the Volunteers doing the mowing. The Parish Clerk advised that more bins were being considered, and she would ask the Dog Warden for more signs. Mr Derek Marlow remarked on the <u>Finish and Condition of the Village Green</u> as it is very weedy and the surface very bumpy. The Parish Clerk confirmed that a meeting is to be held this week with the mowing contractor to see how it could be improved. Mr Martin Woolf asked if there could be a No Dog Allowed sign in the Play Area on Village Green. The Parish Clerk said it was on the list and would be pushed higher up to done asap. Mrs Jackie Tammick asked about the traffic problems relating to the RR Shift Change. This subject is to be raised at the next PC meeting. Mr Ewan McLeish asked if the <u>Kick rail on Village Green</u> could be moved. It was explained that it there to protect the Village Green from incursions. However, if a change of position is required once the use of the Village Green has become established, then that could be considered.</p>	<p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p>
82/19	<p><u>GENERAL OVERVIEW OF COMMUNITY HALL ACTIVITIES AND OPPORTUNITY FOR LOCAL ELECTORS TO STATE THEIR PREFERENCES AND WISH LIST.</u> Cllr Harding introduced the subject of the uses for The Community Hall. Cllr Horne provided some lists of potential activities collected from previous requests for a wish list. He advised that he has created a form, and asked for all ideas to be put down on the forms so he could assess them and so try to procure the right type of activities etc to take place in the Hall.</p>	

	<p>Cllr Horne advised that there were calendar posters around the room, that could be completed with suggested dates, e.g. 1st Thursday afternoon of each month for a group / club etc. This would provide an idea of when and how frequently some activities would wish to run.</p> <p>Cllr Horne asked for Volunteers to help run the Hall, and Mr Derek Marlow offered to help.</p> <p>Cllr Horne advised that the likely hire rate is £20/hour.</p> <p>There followed a general discussion as people moved around the room, completed forms etc. ending with Cllr Harding thanking everyone for their input.</p>	
83/19	<p><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 13th MAY 2019:</u></p> <p>Noted that this is the annual meeting of the Parish Council including election of Chairman and Vice-Chairman.</p>	
84/19	<p><u>CLOSE MEETING</u></p> <p>Cllr Hall, who is retiring as a Councillor at the forthcoming Chichester District Council election to be held on 2nd May thanked the Parish and the Lavant Ward for support over many years.</p> <p>Cllr Harding, likewise, thanked Cllr Hall for supporting Westhampnett Parish.</p> <p>The meeting closed at 8pm</p>	

Signed.....
Chairman of Meeting

Date.....



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham

Oak Tree Cottage, Claypit Lane, Westhampnett, Chichester PO18 0NU

Tel: 07960 947773 email: westhampnettclerk@gmail.com

www.westhampnettpc.co.uk

Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 17th June 2019 at the March C of E School, Westhampnett

Present:

Parish Councillors: Cllr W P Harding (Chairman), Cllr H Horne (Vice-Chairman), Cllr S Burborough, Cllr J Freeman, Cllr S James and Cllr R Morgan.

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham.

Ms Ciara Williams (Goodwood Estate) & 10 members of the public also attended. WSCC Cllr J Hunt & CDC Cllr H Potter arrived just after the start of the meeting.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
116/19	<u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE</u> The Chairman opened the meeting. Apologies received from Cllr C McLeish, Cllr J Hunt and Cllr H Potter who would be late, Mrs Hardstaff, Mr A Ball & Mr N Carter (RR).	
117/19	<u>DISCLOSURE OF INTERESTS</u> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).	
118/19	<u>CONFIRM MINUTES OF THE LAST MEETING held on 13th May 2019</u> <u>RESOLVED:</u> That the minutes of the meeting held on 13 th May 2019 are approved by the Council and signed by the Chairman as a true record of the meeting. Proposed by Cllr Horne, seconded by Cllr Morgan, and all voted in favour.	
119/19	<u>MATTERS ARISING</u> None.	
120/19	<u>MAY 2019 ELECTION – RESOLUTION REGARDING 2 VACANCIES TO BE CO-OPTED, OR LEAVE AS VACANCIES?</u> After a discussion, the Councillors RESOLVED to leave the 2 vacancies until suitable candidates can be co-opted. Proposed by Cllr Harding, seconded by Cllr Burborough, and all voted in favour.	
121/19	<u>REPORTS FROM EXTERNAL BODIES:</u> including District and County Councillors and local organisations. <u>WSCC Cllr Jeremy Hunt reported:</u> There is a new email being sent out by WSCC called <u>Town and Parish News</u> . The first one included an article about Ash Dieback, and he advised it gives a "Tool-kit" on how to recognise this tree disease. WSCC have joined the <u>Climate Pledge</u> , starting with reducing single use plastic and avoiding plastic waste in all offices. There are 5 key things to aspire to: Make low carbon journeys, Save water and energy, Pass on plastic, Shop local and Fight against food waste. He advised that this week is <u>National Breathe Easy Week</u> , and we should all try to walk or cycle more and gently brake when driving. There is a press release about this. In regard to a <u>house in Maudlin that was recently damaged</u> by a RR delivery lorry, a meeting with WSCC Highways and RR is to be held to look at the problem. There is no signage for delivery drivers. The <u>cycle route</u> tenders are being evaluated by WSCC Highways at the moment. At the WSCC South Chichester County Local Committee Meeting on 18 June 2019 the Committee is to receive an update on the <u>Road Space (Parking) Audit</u> . Mr Andrew Blanchard, a resident, raised the question of the poor road surface on Fordwater Road, Lavant. He was advised that Lavant Parish Council do not want it repaired as it keeps the speed of traffic down along that stretch of road. It is only being patched to mend it at present.	

121/19 Cont.	<p>Report from CDC Cllr H Potter, as follows:</p> <p><i>The newly formed Council met for the first time on 21st May with the now reduced membership, 36, down from 48. The election results created many surprises and some former Councillors disappointed when on Friday, the count day, they lost their seats. Not so for me and I would like to express my thanks to all my loyal supporters. We have a hung Council now with just half the seats, 18, being Conservative. It will be a different experience with smaller Committees and many inexperienced Members. Obviously training is given but this takes time.</i></p> <p><i>I have been appointed as the CDC Representative for the SDNPA, a position which I'm sure will be challenging. One thing I will strive to bring about is greater collusion between the Park Authority and CDC and particularly the Parishes within the Park Area. This contact has been poor in the past and everybody agrees there is much room for improvement. The other issue, of course, the lack of affordable housing in the Park, another major point for discussion in the future.</i></p> <p><i>My fears concerning the construction of an additional roundabout in Westhampnett Road, Portfield and the traffic chaos have been allayed. I enquired how this construction would be carried out and once the Lavant Course has dried up, the concrete ducting will be entrenched and half of the new roundabout will be built with traffic in and out as normal. When that has been completed the City bound traffic will use the existing road while the outbound traffic will skirt round the new 'half' roundabout as the other half is completed. The new completed roundabout will be pretty much 'offline' and disruption will be minimised, so I've been told. One of the huge concrete cubes, which were part of coastal defences around Selsey and were buried in the disused gravel pit, is to be retained on site as a memento of the War effort in 1940.</i></p> <p><i>Finally, be aware of the impending construction of the link road through The Lakes development and onto the A27 just east of the Portfield roundabout. This is predicted to cause considerable traffic jams and I'm sure will exacerbate the rat running through our villages. And of course, once complete will bring about the closure of the Portfield traffic lights.</i></p> <p>Cllr Potter also advised the Councillors that the CDC All Parishes meeting is to be held on 15th July at The Grange, Midhurst.</p> <p>Cllr Potter updated the Councillors with news from Boxgrove Parish in regard to a new traffic recording device that has been brought out by Siemens. It will record traffic volume, speed, log the data automatically and has a camera. It weighs 6.5kg and has a power supply. No price is known as yet, and he suggested the Westhampnett Speedwatch Group and the Parish Council wait until more is known about this device. He will advise as soon as he has more information.</p> <p><u>Mr Andrew Ball (RR) provided a written report which was read out by the Parish Clerk:</u></p> <p><i>Parking. Our parking patrols continue to operate locally with only a small number of employee cars now parking on local roads. We have had very few neighbour complaints. We will continue to patrol.</i></p> <p><i>Planning applications live on CDC Planning Portal:</i> <i>'Infill extension to provide additional floorspace and associated works'</i> <i>Ref. No: 19/01406/FUL</i> <i>As briefed at the last WPC meeting.</i></p> <p><i>'Ground floor extension to house electrical switch gear'</i> <i>Ref. No: 19/01378/FUL</i> <i>New planning application. Construction of ground floor sub-station to house electrical switch gear. On-site location – see plan.</i></p> <p>Mr Andrew Blanchard said that reporting parking was a waste of time, as 1 car had parked for nearly 3 years, and they are still parking opposite Everyman's Garage. Cllr Harding said he would take this up with Mr Ball.</p> <p>Another resident said that circa 200-300 cars were coming out of RR at 12-30am-1-30am. There seems to be a Sunday shift as well. He asked if this is breaching the planning conditions? Cllr Burborough remarked that sometimes maintenance was carried out on a Sunday. Cllr Harding said he would discuss with Mr Ball.</p>	<p>HP</p> <p>WPH</p>
122/19	<p><u>MEMBERS' REPORTS:</u> To receive reports from Members where not covered in agenda below.</p> <p>None.</p>	
123/19	<p><u>REQUESTS RECEIVED BY PARISH CLERK</u></p> <ol style="list-style-type: none"> 1. <u>Westerton Fence Posts:</u> Now done, thanks to Goodwood. 2. <u>Westhampnett House hedge:</u> Now done, thanks to Westhampnett Nursing Home. 3. <u>Cut back hedges in Old Arundel Road:</u> Now done, thanks to Mark, Maggie, Claire and Ewan. 4. <u>Dog Bin to be exchanged for Litter Bin at RR footpath:</u> Now done, and dog waste bin stickers now on all bins in the parish, thanks to Andrew. 5. <u>Dog-fouling:</u> Awaiting call from CDC Dog Warden 	<p>LFL</p>

PLANNING MATTERS**Cllr Burborough gave an update on New Planning Applications since the last meeting on 13th May 2019:**

Week	Date	Planning Application
24	12/06/2019	SDNPA (Called In Applications) Team: SDNPA Western Area Team Parish: Westhampnett Parish Council Ward: Lavant Ward Case No: SDNP/19/02256/FUL Type: Full Application Date Valid: 3 June 2019 Decision due: 2 September 2019 Case Officer: Richard Ferguson Applicant: The Goodwood Estate Company Limited Proposal: Refurbishment and extension of the Goodwood Hotel and ancillary leisure buildings within newly landscaped grounds, with revised car parking and access arrangements. Location: The Goodwood Hotel , Hat Hill Road, Goodwood, Chichester, PO18 0QB Grid Ref: 489227 108345

PC Comments: To be made by 03/07/19

23	05/06/2019	WH/19/01378/FUL - Case Officer: Vicki Baker Mr Mark Rogers Rolls Royce Motor Cars The Drive Westhampnett PO18 0SH Ground floor extension to house electrical switch gear. O.S. Grid Ref. 488512/106717
----	------------	---

PC Comments: To be made by 26/06/19 (She would abstain from this one).

21	22/05/2019	WH/19/01339/DOM and WH/19/01340/LBC - Case Officer: Maria Tomlinson Mr Keith Walters The Hollies Westerton Lane Westerton Chichester Construction of an orangery, widening of back door, reinstatement of internal partitions, conversion of existing car port to garage, repair and addition of gutter to dormer. O.S. Grid Ref. 488626/107358
----	------------	--

It is currently being assessed and Comments would be circulated to all the Councillors.**Dealt with by PC since 13th May 2019**

WH/19/00989/FUL - Case Officer: Maria Tomlinson
Mr & Mrs Holman
Ash Keys 25 Stane Street Tilemakers Close Westhampnett
Erection of 1 no. 3 bed dwelling with detached garage to the rear of existing property.
O.S. Grid Ref. 488379/106190

Parish Council made no Comments on this application

SDNP/19/01955/FUL - Case Officer: Heather Lealan
SDNPA Minerals and Waste
The Goodwood Estate Company Limited
Valdoe Quarry, Kennel Hill Road, Goodwood, Chichester, West Sussex
Use of land for open storage (defined area) within retained earth bunds to comprise the final stage of site restoration
Grid Ref: 487840 108151

Parish Council made no Comments on this application**WH/18/02225/FUL**

Mr Luke Leleu
Maudlin Mill Sidengreen Lane Maudlin Westhampnett
Provision of 2 no. industrial units (B1/B2).
Parish Council had previously commented.

As a request for a meeting had been received from the applicant, the Parish Council asked the Parish Clerk to arrange a site meeting with him as soon as possible. 6pm on Wednesday or Thursday this week was suggested.

Decisions:**WH/17/02260/FUL - Case Officer: - Maria Tomlinson - Minor Dev - All Others**

Mrs Pam Clingan
Land South Of Madgwick Lane Westhampnett Chichester West Sussex
Temporary residency for 5 yrs provision of mobile home.
O.S. Grid Ref. 488054/106401

**ALL/
LFL****ALL/
LFL****ALL/
LFL****LFL**

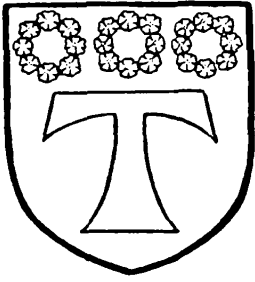
<p>124/19 Cont.</p>	<p>The Appeal was Dismissed by The Planning Inspectorate on 17th May 2019. Reason stated: <i>Whilst I have concluded that the effect of aircraft noise on the living conditions of future occupiers would not be so serious as to outweigh the need for the mobile home in this location, there is a requirement for mitigation in respect of a Special Protection Area that has not been satisfied. For the reasons given, and having regard to all other matters raised, the appeal is dismissed.</i></p> <p><u>WH/19/00130/LBC</u> and <u>WH/19/00307/DOM</u> Mrs T Keyter The Stables Stane Street Maudlin Westhampnett Installation of bifold doors to rear northern elevation.</p> <p>This Planning Application was Refused on 10th June 2019. Reason stated: <i>The reason for the Council's decision to refuse to permit the above development are: 1) The proposed bifold doors, by way of their size, design and the use of upvc, are considered to represent an incongruous addition to the Grade II Listed property which would fail to preserve or enhance the Listed Building and its special character and integrity. The proposed development would not comply with the requirements of the Section 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990, Policy 47 of the Chichester Local Plan 2014- 2029 and the guidance contained within Section 16 of the NPPF. 2) This decision relates to the following plans: Sheet 1a of 1 and Sheet 2 of 2.</i></p>	
<p>125/19</p>	<p><u>NEIGHBOURHOOD PLAN UPDATE / LOCAL PLAN UPDATE TO 2035</u></p> <p>The Parish Clerk apologised as she had not been able to obtain any quotations for consultants as yet. Ongoing.</p>	<p><u>LFL</u></p>
<p>126/19</p>	<p><u>NHB UPDATE & NHB 2019 APPLICATION:</u></p> <p>The Councillors agreed that this matter needed a meeting which was suggested to be 7pm on Wednesday 26th June. The Parish Clerk to arrange, and print out the NHB Application Form in readiness.</p>	<p><u>LFL</u></p>
<p>127/19</p>	<p><u>COMMUNITY HALL</u></p> <p>Cllr Horne reported that general progress was on hold as until an operative date is known he was a bit stuck. The building opening date might be October half-term or later, he is waiting for a firm date from the contractors / Mrs Hardstaff. More and more people want to run activities, and bookings should get going quite quickly.</p> <p>The hourly rate is to be £20 per hour, and as a community asset it can host any events. No 18th / 21st Birthday parties will be allowed, and it will not have an alcohol licence.</p> <p>There are more than 20 people who have offered to help, and the plan is to set up a rota for cover every day, with paid caretaker / cleaner eventually.</p> <p>Cllr Horne advised that the windows had been delayed but they are due soon. Mr Blanchard remarked that the contractors did not seem to be working hard, however the Councillors advised that work is proceeding inside the building.</p> <p>Cllr Horne outlined why he thought roller shutters would be essential for security in the kitchen area, and Cllr Harding agreed, this item to be discussed. Mrs Hardstaff had provided the details for the kitchen fitting out, and the Councillors need to choose a supplier. As this and other Hall matters need in depth work it was decided to incorporate this with the NHB meeting already decided upon in Minute 126/19.</p> <p>Mrs Helen Somerset-How, a resident, remarked that she felt railings around the site would be good for security.</p> <p>The Parish Clerk advised that so far £314k had been paid, for 6 out of 10 invoices.</p> <p>Cllr Hunt and Cllr Potter left the meeting at 8.00pm.</p>	<p><u>LFL</u></p>
<p>128/19</p>	<p><u>VILLAGE GREEN</u></p> <p>The Parish Clerk reported:</p> <ol style="list-style-type: none"> 1. The lighting is done. The grass is looking a lot better having been mowed every week in May and early June. There appears to be 2 dead trees, not 1 – will be reported to Bellway. The Dog sign for the play area is a temporary one, awaiting the 2 new ones to be installed in the next week or so 2. A “Private Road Residents Parking Only” sign appeared on the Village Green, having been put there by Trinity who are the Management Company for Roman Walk. Cllr Horne said there was one both sides of Hadrian Drive at the entrance at the estate. Cllr James said it was also protecting Parish Council land. A resident said they thought it was beneficial. A vote was taken and the majority of the Councillors voted to let it remain. However, the Parish Clerk was asked to email Trinity saying that they should have asked for permission, thanking them for putting it there, and saying the maintenance of it is their responsibility. <p>The wider issue regarding Non Parish Council signage on the entire Village Green land was left with no resolution having been made.</p>	<p><u>LFL</u></p> <p><u>LFL</u></p>
<p>129/19</p>	<p><u>CANDIDATES FOR SDNPA</u></p> <p>Councillors agreed to vote for Cllr Freeman only, as no-one knew anything about the other candidates on the ballot paper. The Parish Clerk to post the form.</p>	<p><u>LFL</u></p>

130/19	<p><u>INSURANCE RENEWAL</u></p> <p><u>RESOLUTION:</u> To ratify the decision to accept the revised Hiscox quotation from Came & Co at £943.47, and accept the 3 year LTA. Proposed by Cllr Burborough, seconded by Cllr Freeman, and all voted in favour. The Parish Clerk to post the signed cheque.</p>	<u>LFL</u>
131/19	<p><u>SPEEDWATCH</u></p> <p>The Parish Clerk apologised that she has not yet contacted Eartham in regard to their speed sign. However the Siemens product mentioned earlier would do away with the need to log data onto the computer. Cllr Burborough asked if, meanwhile, a "Can you help" notice be put on the Noticeboards, on Next Door / Facebook, and Mr Blanchard asked for it to be in the next newsletter.</p>	<u>LFL/</u> <u>CMcL</u>
132/19	<p><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u></p> <p>Cllr James asked what the progress is with the Allotments to be provided on Madgwick Park. The Parish Clerk said that this project had got to the stage where the specification is needed, preferably by the Autumn. She will contact Bob Holman in this regard.</p> <p>Cllr Harding said there had been an article in the Chichester Observer about Madgwick Park and he asked the Parish Clerk to contact the press writer for a breakdown of the figures given.</p> <p>Cllr Burborough advised that recently some trees had been cut down / drastically cut back on the edge of the Roman Walk estate, on land managed by Trinity. As the trees are in a conservation area, this has now been reported to CDC by Cllr Burborough and Cllr Horne.</p> <p>Mr Blanchard advised that people with knapsack sprayers had been seen spraying in the Solar Farm.</p>	<u>LFL</u> <u>LFL</u>
133/19	<p><u>PARISH FINANCIAL MATTERS</u></p> <p>The statutory deadline for return of the annual audit forms to the external auditor is noted as 15th July 2019.</p> <ol style="list-style-type: none"> <u>INTERNAL AUDIT 2018-2019:</u> The Internal Auditor's report was reviewed, and the only item outstanding is that the Parish Clerk needs to reclaim VAT. <u>ANNUAL GOVERNANCE STATEMENT:</u> The Annual Governance Statement was approved by all, and was signed by Cllr Harding as Chairman. <u>ANNUAL RETURN – ACCOUNTING STATEMENTS:</u> The Annual Return Accounting Statements was approved by all and signed by Cllr Harding as Chairman. <u>APPROVE INTERNAL AUDITOR FOR 2019/20 AUDIT:</u> Auditing Solutions Ltd to be approved to continue to act as Internal Auditors for this financial year ending 31st March 2020. Proposed by Cllr James, seconded by Cllr Morgan, and all in favour. <u>REVIEW FIRST DRAFT OF FORMAL INVESTMENT STRATEGY DOCUMENT:</u> Councillors approved the document as it is. Proposed by Cllr Harding, seconded by Cllr Horne., and all in favour. The Parish Clerk to check where this should now be incorporated. <u>TO APPROVE THIS FY ACCOUNTS FROM 1st APRIL 2019 TO 31ST MAY 2019.</u> Councillors approved the accounts. Proposed by Cllr Horne, seconded by Cllr Freeman. 	<u>LFL</u> <u>LFL</u>
134/19	<p><u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS</u></p> <p>It was noted that 3 of the Councillors do not have photos on the website. The Parish Clerk offered to ask the person who took the other pictures if they would do so again.</p>	<u>LFL</u>
135/19	<p><u>DEALING WITH LOCAL ISSUES</u></p> <p>None.</p>	
136/19	<p><u>QUESTIONS BY THE PUBLIC</u></p> <p>Mrs Ros Craven, a resident, said she takes her puppy and 2 grandsons to the Play Area on the Village Green. As she cannot take the puppy into the Play Area, she asked if there could be a seat on the Village Green outside of the Play Area. It was suggested that perhaps someone could sponsor a seat? Cllr James offered to talk to Jewsons, with whom he has an account, and see if they could oblige.</p>	<u>SJ</u>
137/19	<p><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 8th JULY 2019</u></p> <p>Noted. Also is a meeting needed on 12th August? This to be discussed at PC meeting on 8th July.</p>	<u>LFL</u>
138/19	<p><u>CLOSE MEETING</u></p> <p>The meeting closed at 8.45pm.</p>	

Signed.....

Date.....

Chairman of Meeting



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham
Oak Tree Cottage, Claypit Lane, Westhampnett, Chichester PO18 0NU

Tel: 07960 947773 email: westhampnettclerk@gmail.com

www.westhampnettpc.co.uk

Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 8th July 2019 at the March C of E School, Westhampnett

Present:

Parish Councillors: Cllr W P Harding (Chairman), Cllr H Horne (Vice-Chairman), Cllr S James, Cllr C McLeish and Cllr R Morgan.

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham.

WSCC Cllr J Hunt & CDC Cllr H Potter and 10 members of the public also attended.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
139/19	<u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE</u> The Chairman opened the meeting. Apologies received from Cllr J Freeman, Mr D. Milton (resident), Ms C. Williams (Goodwood), Mr A Ball & Mr N Carter (RR).	
140/19	<u>DISCLOSURE OF INTERESTS</u> None.	
141/19	<u>CONFIRM MINUTES OF THE LAST MEETING held on 17th June 2019</u> <u>RESOLVED:</u> That the minutes of the meeting held on 17 th June 2019 are approved by the Council and signed by the Chairman as a true record of the meeting. Proposed by Cllr Horne, seconded by Cllr Morgan, and all voted in favour.	
142/19	<u>MATTERS ARISING</u> None.	
143/19	<u>RESIGNATION OF CLLR BURBOROUGH</u> Cllr Burborough resigned on 29 th June 2019. The Parish Council wish to record thanks to her for her contribution to the Parish Council. The Chairman asked the assembled company if there was anyone interested in becoming a Councillor to contact the Parish Clerk.	
144/19	<u>REPORTS FROM EXTERNAL BODIES: including District and County Councillors and local organisations.</u> <u>CDC Cllr H Potter reported:</u> <i>I did receive a copied reply to your Clerks request regarding the proposed addition of two more Industrial Units adjacent to Side Green Farm. As I understand from Naomi Langford, this is still under consideration.</i> <i>I received an email from Sara Watkins regarding jet aircraft using Goodwood Airfield. I did some research and found that the Airfield is licensed for small jet aircraft and the one identified was an exhibition Pilates Jet connected with the Festival Speed. It arrived on the Wednesday last week and would leave today.</i> <i>It made no flights during the weekend. According to the Traffic Controllers, they did inform your Parish Council and Lavant PC because "it used the longer runway and would overfly Westhampnett and Lavant Parishes."</i> <i>My wife and I attended a Crime and Community Safety seminar at the SDNP South Downs Centre in Midhurst on 24th June. It was hosted by the NatWest Bank with representatives for the Police, Fire and Rescue Services, and CDC. There were presentations on how to spot and avoid Banking Scams and Frauds, the Police stressed the need to be aware of the increase in drug dealing in the Rural areas particularly using vulnerable people, young and older, to distribute drugs. And, interestingly AirBandB properties have become good bases for these transactions. So, if you know of any AirBandB establishments and you notice any increased comings and goings, the Police would welcome this sort of information. These criminals are quite happy to pay for this type of base because the rewards from drug dealing are so lucrative. Another fact that emerged was that West Sussex has the highest incidence of on line dating scams and resultant fraud in the United Kingdom. And this was highlighted in our PCC, Katy Bourne's monthly digest, so much so, that she has employed two female officers specialised in this sort of crime.</i> <i>I note that Madgwick Lane is to become a 40 MPH zone, and a TRO has just entered a consultation period for no parking zones in your village. Both welcomed measures I'm sure.</i> <i>Finally, a second reminder of the forthcoming All Parishes/ CDC meeting which will be held at The Grange Centre next Monday 15th. The buffet will, as usual, be available from 6.30pm. The meeting venue was chosen this time to hopefully enable more Parishes from the north of the District to attend.</i>	

<p>144/19 Cont.</p>	<p>NB: The Parish Clerk was later advised that the No parking zones are not in Westhampnett, they are Oving.</p> <p>Cllr Horne volunteered to attend the All Parishes meeting.</p> <p><u>WSCC Cllr Jeremy Hunt reported:</u></p> <p>Cllr Hunt advised that there are challenges on Finance, and there is to be a WSCC Cabinet meeting on this subject on July 11th at 10-30 and this is open to the public who are welcome to attend.</p> <p>In regard to a house in Maudlin that was recently damaged by a RR delivery lorry, there was a site meeting held with WSCC Highways Engineers and they have identified 3 places to add Delivery Signs. WSCC is working with RR to achieve this and he has emailed Mr and Mrs Blackman to update them.</p> <p>The cycle route price is very tight, but WSCC Highways are working on including the 2 additional bus shelters within it. He is hoping to have a meeting with Simon Osborne and will update the PC on a timeframe.</p> <p>The TRO for Madgwick Lane is a long process to go through, and he will keep the PC updated on progress.</p> <p>He provided advance apologies for an August Parish Council meeting if it is held.</p> <p>Mr Andrew Blanchard, a resident, asked about the poor report on WSCC Children's Services, and now also on WSCC Fire Brigade? Cllr Hunt said it had taken 18 months to produce the report, and WSCC have challenged some issues raised. He asked if the WSCC Fire Press release could be circulated to Mr Blanchard by the Parish Clerk. He then proceeded to read it out in precis: WSCC are committing more money to the Fire Service. WSCC were disappointed in the report as all the major issues are funding issues. WSCC is in the last year of a 4 year financial settlement and has a restricted amount of rise allowed in Council Tax.</p> <p>Cllr Potter advised that the Mobile Library service based in Bogor will not now be able to run, as the vehicle is not in service any longer.</p> <p><u>Mr Andrew Ball (RR) provided a written report which was read out by the Parish Clerk:</u></p> <ol style="list-style-type: none"> 1. <i>Planning applications</i> <ul style="list-style-type: none"> • <i>No new applications</i> 2. <i>Festival of Speed</i> <ul style="list-style-type: none"> • <i>All parking – including customers – contained on site</i> • <i>All office staff encouraged to work from home FoS Thursday and Friday to reduce impact on local roads during busy FoS period</i> 3. <i>Parking</i> <ul style="list-style-type: none"> • <i>Limited employee on-street parking on local roads maintained</i> • <i>Regular security presence on local streets – an ongoing process</i> • <i>Disciplinary process operational</i> 4. <i>Signage to direct delivery vehicles</i> <ul style="list-style-type: none"> • <i>In discussion with WSCC</i> • <i>Meeting held recently with WSCC/Nigel Carter onsite at RRM</i> 5. <i>Open Water Swim</i> <ul style="list-style-type: none"> • <i>RRMC Stane Street Car Park being used for participant parking::</i> <ul style="list-style-type: none"> o <i>Saturday 13 July - Swim England South East 2019 Open Water Championship</i> o <i>Sunday 11 August - Ironman Lake Swim</i> • <i>We are not directly involved – just helping to reduce participant parking on local roads</i> <p><u>Andrew Ball, 08.07.19</u></p> <p>Cllr Harding said he tried 3 times to get through to Mr Ball about the car parking issues that Mr Andrew Blanchard had reported, but had no luck. However, he would continue to try.</p> <p>Mr Andrew Blanchard said that the night of July 5th was dreadful, with noisy motorbikes deliberately revving which was most antisocial behaviour.</p> <p>The Parish Clerk was asked to write to a Senior person in RR to complain about this behaviour, and ask them to come and listen to it, and for a meeting with RR executives. She was asked to copy in CDC Environmental Health.</p>	<p><u>LFL</u></p> <p><u>WPH</u></p> <p><u>LFL</u></p>
<p>145/19</p>	<p><u>MEMBERS' REPORTS:</u> To receive reports from Members where not covered in agenda below.</p> <p>None.</p>	
<p>146/19</p>	<p><u>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</u></p> <ol style="list-style-type: none"> 1. <u>Dog-Fouling:</u> CDC Dog Warden will visit all locations and put up extra signs. 2. <u>Richmond Rd Hawthorn Tree / Phone line:</u> Permission given by WSCC Highways for Volunteers to cut tree back. 3. <u>Seat on Village Green:</u> Cllr James had advised this ongoing. 4. <u>Quad Bike on FP 417 Westerton to Maudlin:</u> Goodwood advised, & they have notified their staff to look out for it. 5. <u>Surface of FP 417 Westerton to Maudlin:</u> WSCC PROW officer Kathy Eels assessed footpath, and will advise course of action. 	<p><u>BH</u></p> <p><u>LFL</u></p>

PLANNING MATTERS**Cllr Harding gave an update on New Planning Applications since the last meeting on 17th June 2019:****There are 2 new Planning Applications**

Week

27 03/07/2019 **WH/19/01546/FUL** - Case Officer: James Gellini
Mrs Pam Clingan
Land To South Of Madgwick Lane Westhampnett Chichester West Sussex
Temporary residency for 5 years provision of static mobile home.
O.S. Grid Ref. 488059/106435
Parish Council comments by 24/07/19

**ALL/
LFL**

26 27/06/19 None

25 19/06/2019 **WH/19/01406/FUL** - Case Officer: Kayleigh Taylor
Rolls-Royce Motor Cars Ltd
Rolls Royce Motor Cars The Drive Westhampnett Chichester
Infill extension to provide additional floorspace and associated works.
O.S. Grid Ref. 488512/106717
Parish Council comments by 10/07/19

**ALL/
LFL****Pending PC Consideration:**

24 12/06/2019 SDNPA (Called In Applications)
Team: SDNPA Western Area Team
Parish: Westhampnett Parish Council Ward: Lavant Ward
Case No: **SDNP/19/02256/FUL**
Type: Full Application
Date Valid: 3 June 2019 Decision due: 2 September 2019
Case Officer: Richard Ferguson
Applicant: The Goodwood Estate Company Limited
Proposal: Refurbishment and extension of the Goodwood Hotel and ancillary leisure buildings within newly landscaped grounds, with revised car parking and access arrangements.
Location: The Goodwood Hotel , Hat Hill Road, Goodwood, Chichester, PO18 0QB
Grid Ref: 489227 108345
To be assessed
PC Comments: To be made by 03/07/19

**ALL/
LFL**

23 05/06/2019 **WH/19/01378/FUL** - Case Officer: Vicki Baker
Mr Mark Rogers
Rolls Royce Motor Cars The Drive Westhampnett PO18 0SH
Ground floor extension to house electrical switch gear.
O.S. Grid Ref. 488512/106717
Recommend: No Comment

**ALL/
LFL****Dealt with by PC since 17th June 2019**

22 29/05/2019 None

21 22/05/2019 **WH/19/01339/DOM and WH/19/01340/LBC** - Case Officer: Maria Tomlinson
Mr Keith Walters
The Hollies Westerton Lane Westerton Chichester
Construction of an orangery, widening of back door, reinstatement of internal partitions, conversion of existing car port to garage, repair and addition of gutter to dormer.
O.S. Grid Ref. 488626/107358
PC Objected on 03/07/19:
Construction of an orangery, widening of back door, reinstatement of internal partitions, conversion of existing car port to garage, repair and addition of gutter to dormer.
Westhampnett Parish Council wishes to OBJECT to these 2 associated planning applications, as below:
1. The proposed conversion of the existing car port into a garage would:
a. Preclude on-site turning which is currently possible.
b. Provide only (approx) 5M between the north wall of the Old Coach House & the southern face of the garage - this is insufficient room for a car to access/egress the west bay of the garage, thus the garage would be restricted to one vehicle.
2. If the carport/garage alteration is permitted, it is suggested that a clause be added, restricting the use for garaging and storage purposes only and not to be used as ancillary living accommodation to the dwelling house. The next door property has already had a garage converted to provide ancillary living accommodation and is regularly used for private

lettings.

3. The proposed Orangery, sited at the rear of and attached to a Grade 2 Listed Building is mainly glass, and is an inappropriate extension for this listed property.

4. Re-reinstatement of internal partitions: As no detail is provided in respect of this proposal, the Parish Council is unable to comment.

And clarified on 08/07/19:

Dear Maria

The Parish Council have asked me to write to clarify a point made in the Objection Comments lodged on 03/07/19 for these 2 applications. Namely:

*2. If the carport/garage alteration is permitted, it is suggested that a clause be added, restricting the use for garaging and storage purposes only and not to be used as ancillary living accommodation to the dwelling house. **The next door property** has already had a garage converted to provide ancillary living accommodation and is regularly used for private lettings.*

The **next door property** referred to is The Old Coach House which is actually within the curtilage of The Hollies. Originally that building was a Coach House, then a garage, then ancillary accommodation.

Please could this email be added to the Planning Applications website.

CC Parish Councillors.

Kind regards and thanks, Linda
Linda Lanham
Westhampnett Parish Clerk

WH/18/02225/FUL

Mr Luke Leleu

Maudlin Mill Sidengreen Lane Maudlin Westhampnett

Provision of 2 no. industrial units (B1/B2).

Parish Council lodged commented on 21/11/18

NEW docs 10/01/19, commented on 21/01/19 that WPC wish to state that the Parish Council's comments from 21.11.18 still apply.

NEW docs 07/05/19 being considered by Parish Council, must be lodged by 29th May.

Further revisions 30th May considered.

Parish Council wish to Comment as follows:

Dear Naomi

I write further to the meeting on June 20th onsite between 5 of the Parish Councillors and the applicant, and the subsequent Parish Council meeting on June 24th where this revised application was discussed.

The majority of the Parish Councillors were in support of the revised plans, however there are some concerns in regard to:

1. Landscaping
2. Lighting
3. Turning on site / parking on site
4. Traffic through Mauldin.

The Appeal Decision APP/L3815/W/16/3142294 on **Planning Application**

15/02785/FUL Erection of B1/B2 industrial unit. Maudlin Mill Sidengreen Lane Maudlin Westhampnett Chichester West Sussex PO18 0QU provided a Schedule of Conditions for the new building and treatment of the site. I show the conditions below, and highlight the ones that cover the same points of concerns in regard to these 2 buildings under **Planning Application 18/02225/FUL**. It would seem sensible to apply the same conditions to this application so the entire site is covered by the same conditions.

SCHEDULE OF CONDITIONS

- 1) *The development hereby permitted shall begin not later than three years from the date of this decision.*
- 2) *The development hereby permitted shall be carried out in accordance with the following approved plans: Location Plan Drawing No 001(A4); Site Plan drawing No 2607/3 B; Floor Plan and Elevations Drawing No 2607/4 A.*
- 3) *Notwithstanding condition 2, no development shall take place until details of all external materials and finishes to be used in the construction of the building hereby permitted have been submitted to and approved writing by the local planning authority. Development shall be carried out in accordance with the approved details.*

<p>147/19 Cont.</p>	<p>4) No development shall commence until there shall have been submitted to and approved in writing by the local planning authority a scheme of landscaping. The scheme shall include indications of all existing trees and hedgerows on the land, identify those to be retained and set out measures for their protection throughout the course of development.</p> <p>5) All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding seasons following the occupation of the building or the completion of the development, whichever is sooner; and any trees or plants which within a period of 5 years from the date of completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species.</p> <p>6) <i>The development hereby permitted shall not be brought into use until works for the disposal of surface water and sewage shall have been provided on the site to serve the development hereby permitted, in accordance with details that have first been submitted to and approved in writing by the local planning authority. Details shall include measures for the control of surface water discharge.</i></p> <p>7) <i>The premises shall be used for purposes within Use Class B1(b), B1(c) or B2 and for no other purpose (including any other purpose in Class B1 of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended) (or in any provision equivalent to that Class in any statutory instrument revoking and re-enacting that Order with or without modification).</i></p> <p>8) There shall be no external lighting installed anywhere within the development other than sensor controlled security lighting, the details of which shall have first been submitted to and approved in writing by the Appeal Decision APP/L3815/W/16/3142294 5 local planning authority. Such security lighting shall be installed in accordance with the approved details.</p> <p>9) <i>No materials, finished or unfinished products or parts, crates, packing materials or waste shall be stacked or stored outside on the site unless within the waste bins to be provided in accordance with drawing no. 2607/3 B.</i></p> <p>10) <i>Any facilities for the storage of oils, fuels or chemicals on the site to serve the development hereby permitted shall not be provided until details of such facilities shall have first been submitted to and approved in writing by the local planning authority. Facilities for the storage of oils, fuels or chemicals shall be carried out in accordance with the approved details.</i></p> <p>11) The development hereby permitted shall not be brought into use until space has been laid out within the site in accordance with drawing no. 2607/3 B for the parking of cars and bicycles and for the loading and unloading of vehicles and for vehicles to turn so that they may leave the site in forward gear and that space shall thereafter be kept available for those purposes.</p> <p>Plus, with increased delivery type traffic to this site, perhaps this could be restricted to entry and exit via A27 and Strettington, rather than through Westhampnett / Maudlin on Stane Street which already has the Rolls Royce delivery trucks.</p> <p>CC All Parish Councillors.</p> <p>Kind regards, Linda Linda Lanham Westhampnett Parish Clerk</p> <p><u>Decisions:</u> None</p> <p>Mr Bob Keatley, a resident, asked if the Rolls Royce applications for Infill of Space and for Electrical Switchgear (both above) have a change of Operation Hours on them? The Chairman said the Parish Council would seek an undertaking from RR that it will not include extended hours. (NB: Note from Parish Clerk - After the meeting it was found that neither of these applications have any indication of extending existing Operational Hours).</p>	<p><u>WPH/</u> <u>LFL</u></p>
<p>148/19</p>	<p><u>NEIGHBOURHOOD PLAN UPDATE / LOCAL PLAN UPDATE TO 2035</u></p> <p>The Parish Clerk has found that a Grant of up to £9000 can be obtained from Locality towards the costs of continuing with the Neighbourhood Plan.</p> <p>The Parish Councillors agreed that the Clerk should pursue applying for this grant.</p>	<p><u>LFL</u></p>

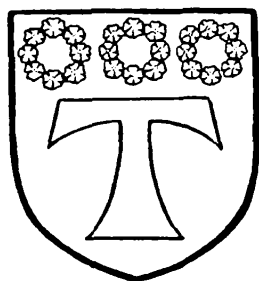
149/19	<u>COMMUNITY HALL</u>	<p>1. Update on Build Progress: Cllr Hardstaff reported that extra items required were the Kitchen Fit-out, Overhead Height Restriction Barrier, Stud partitioning of Storage Area, Laying of Paving Slabs on the North side and Covering of the rest of the site with Top Soil. All could be paid for within the funds for The Community Hall, and so were approved by the Councillors. The result of these is that the finish may take slightly longer.</p> <p>Cllr McLeish asked about the floor surfaces – these are to be non slip Vinyl in the Kitchen and Toilet areas, Carpet tiles in the Entrance and café area, and Laminate Vinyl “wood” effect in the Main Hall.</p> <p>Cllr Harding said he would be obtaining 3 quotes circa the end of this week, for inclusion in the NHB, for the Projector which is to be operated from a laptop.</p> <p>There is to be a Barrier installation meeting on site with Bellway (who own the fenced land beside the Hall) to agree the position of the barrier.</p> <p>2. Opening Ceremony Date: The Councillors discussed possible dates, and 30th November at 3-30pm for the Ceremony, and 4-15pm for the Lights Switch On was chosen, with 7th December as a backup in case The Duchess cannot make the 30th November. Cllr Horne to contact her Office.</p> <p>Cllr Hunt and Cllr Potter left the meeting at 7.55pm.</p> <p>3. Parking at the Hall: There are to be 14 hard surface spaces, including 2 disabled. The rest will be shingle for another 14 or so. Mrs Helen Somerset-How, a resident, said that she could help try to get some funding. In regard to the 3 security companies Mr Andrew Blanchard, a resident, said he was very pleased with AES Ltd. Mrs Maggie Walsh asked when the next Hall Committee Meeting was to take place, and Cllr Horne said he would advise.</p>	<u>LFL</u>	<u>HH</u>
150/19	<u>NHB 2019 APPLICATION:</u>	<p>In order to complete the application for £18k a spreadsheet of required items was drawn up, and priority given to each item. The NHB grant requirements are that each item has to have 3 quotes and the preferred one has to be chosen because of a clear reason. The Parish Clerk will complete the application form, with the Councillors providing 3 quotes for each item as follows:</p> <p>Cllr McLeish – Fire Blanket, Cleaning and Hygiene disposal Cllr James - Racking Cllr Freeman – Crockery Cllr Morgan – Office Equipment Cllr Harding – Outside Benches and Projector Cllr Horne – Mobile Screens Cllr Freeman offered to help with any other part of the form filling.</p> <p>The Deadline to get the form and the backup to CDC is Monday 29th July at 0900, but the Clerk would like to get it there before then to ensure it is all acceptable to CDC, and in case anything further has to be obtained.</p>	<u>ALL/ LFL</u>	
151/19	<u>VILLAGE GREEN</u>	<p>The Parish Clerk reported:</p> <ol style="list-style-type: none"> 1. The grass cutting had reverted to every 2 weeks; however this has resulted in grass lying on the surface. The Councillors agreed that this should go back to every week until further notice. 2. The Councillors would like a sign on the Village Green saying Village Green. This is on the list to be done. 3. There appears to be 2 dead trees, not 1 – will be reported to Bellway. 4. Two new Dog signs now installed, and costs to be recovered from Bellway. 	<u>LFL</u>	<u>LFL LFL LFL</u>
152/19	<u>PROPOSED PERMANENT TRO ORDER ON MADGWICK LANE – REDUCE 60MPH TO 40MPH</u>	<p>The Councillors discussed the proposal, and voted 4 in favour, and 1 against. The Parish Clerk to respond to WSCC.</p>	<u>LFL</u>	
153/19	<u>ALLOTMENTS</u>	<p>Cllr James had asked how this is progressing. The Parish Clerk reported that the Parish Council planning for these needs to be restarted. She had spoken to Mr B Holman and it was also suggested that Mr R Skillern be approached to ask if he would consider working on this with Mr Holman and Cllr James.</p>	<u>LFL</u>	
154/19	<u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u>	<ol style="list-style-type: none"> 1. The planned Parish Council meeting on 12th August was discussed in regard to date and venue. The result was that the date was changed to 1st August, with the sole topic of The Community Hall, and various venues were suggested. The Parish Clerk to arrange. 	<u>LFL</u>	
155/19	<u>PARISH FINANCIAL MATTERS</u>	<ol style="list-style-type: none"> 1. <u>To approve the Accounts up to 30th June 2019</u> The Community Hall has so far cost £387k, and there should be sufficient funds to complete the Build. The Current Account payments and receipts spreadsheet was made available to the Councillors, and accepted. 2. It was noted that The Parish Clerk has submitted all the <u>AGAR forms</u> and documents to the External Auditors. 3. The changes to <u>signatories</u> for the Barclays Current Account were agreed to be: Add Cllr Horne, and Remove previous Cllrs Fabricius, Hardstaff and Burborough. 	<u>LFL</u>	

156/19	<p><u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS</u></p> <p>The Councillors decided it would be a good time for another newsletter. Cllr McLeish would put it together, & it will include: an update on the Hall, need help with Speed watch logging-in, plea for no rubbish in the hedge at Westerton play area, Open Gardens, and details of the change of Parish Council August meeting date, and September date.</p> <p>To be printed and distributed by Friday 20th July at the latest.</p>	<u>CMcL</u> <u>/LFL</u>
157/19	<p><u>DEALING WITH LOCAL ISSUES</u></p> <ol style="list-style-type: none"> 1. Mr Andrew Blanchard, a resident, remarked that Fordwater Road is now to be repaired. 2. Mrs Jean Hardstaff, a resident, said the FOS traffic had been quieter through Westerton than in previous years. 3. Mrs Jean Hardstaff also advised that Goodwood Air traffic is more than ever, and are using all runways again, including flying over Westerton houses which they should not be doing. 	
158/19	<p><u>QUESTIONS BY THE PUBLIC</u></p> <ol style="list-style-type: none"> 1. A resident raised the question of the removal of the trees on Roman Walk. Cllr Horne confirmed that he has now reported this issue again as the remaining part of the whole tree has been taken down. It transpires that the trees were not on Roman Walk land, or the householders land, and CDC have told the householder to replace the trees this Autumn to CDCs specification. The resident was pleased this had been reported and something was being done. Mrs Hardstaff, a resident commented that the Parish Council, in the Neighbourhood Plan, had included the preservation of hedgerows/trees as an important aspect to maintain the rural aspect. 2. Cllr Harding and another resident, both of Madgwick Lane, complained that the lorries servicing Madgwick Park were racing up and down the site, and not using only the Stane Street entrance as they are supposed to do. The speed of the dumper trucks was commented upon, both within the site, and around, as they go out via Madgwick Lane and in via Stane Street. The Parish Clerk was asked to write to them, and she asked for dates/examples of this to put in the letter. 	<u>LFL</u>
159/19	<p><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 1ST AUGUST 2019, VENUE TO BE CONFIRMED</u></p> <p>Noted.</p>	<u>LFL</u>
160/19	<p><u>CLOSE MEETING</u></p> <p>The meeting closed at 8.50pm.</p>	

Signed.....

Date.....

Chairman of Meeting



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham

Oak Tree Cottage, Claypit Lane, Westhampnett, Chichester PO18 0NU

Tel: 07960 947773 email: westhampnettclerk@gmail.com

www.westhampnettpc.co.uk

Minutes of the Westhampnett Parish Council Meeting held at 7pm on Thursday 1st August 2019 at the March C of E School, Westhampnett

Present:

Parish Councillors: Cllr W P Harding (Chairman), Cllr H Horne (Vice-Chairman), Cllr J Freeman, Cllr C McLeish and Cllr R Morgan.

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham.

Mrs J Hardstaff and 22 members of the public also attended.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
161/19	<u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE</u> The Chairman opened the meeting. Apologies received from Cllr S James, Mrs A Bridle (resident), Mr E McLeish (resident), WSCC Cllr J Hunt, CDC Cllr H Potter and Ms C. Williams.	
162/19	<u>DISCLOSURE OF INTERESTS</u> None.	
163/19	<u>CONFIRM MINUTES OF THE LAST MEETING</u> held on 8 th July 2019 The Parish Clerk apologised for not having prepared the Minutes in time for this meeting, they will be available at the next meeting on 9 th September 2019.	<u>LFL</u>
164/19	<u>MATTERS ARISING</u> None.	
165/19	<u>NHB 2019 APPLICATION:</u> The Parish Clerk explained that the NHB application form had been submitted well in time, and she wished to thank the Councillors for obtaining all the quotes which was a marathon job. The decision is to be made by CDC on 18 th September and the Parish Council will be advised shortly after that. Should the application be successful, the funds would be sent the Parish Council during early October. Until a decision is advised, no order can be placed for any of the items included as these would then no longer be eligible.	
166/19	<u>COMMUNITY HALL</u> <ol style="list-style-type: none"> <u>Update on build progress</u> – Mrs J Hardstaff confirmed that the build was progressing well. <u>Confirmation of latest completion / handover date</u> -- Mrs J Hardstaff advised that the date for the building handover to the Parish Council is as originally, 16th August. She said that at that point Practical Completion would be achieved and the Parish Council insurance should begin. <u>Installation of Security system</u> – The Parish Clerk advised that there had been 3 onsite meetings with prospective suppliers, and she now had 3 quotes from CIA Ltd, A1 Ltd and AES Ltd, which were all companies that had been recommended. The costs for each were: CIA - £1943, A1 - £1880 and AES - £1185. She advised that A1 had sent her some detailed information belonging to someone else, and the Councillors decided this company should be disregarded. The quotes, having been previously circulated to the Councillors, were discussed. Cllr Freeman suggested that the entrance should be via a keypad rather than keys, and the Parish Clerk was asked to look into this with whichever supplier is accepted. It was suggested that fobs for the alarm panel would be useful, although there would have be a small deposit taken from hirers. It was also noted that the front and back entrance doors need to have suited keys and so Mrs Hardstaff will ask Reillys to ensure this is done. The Councillors then voted. Cllr Horne proposed that the quote from AES be accepted, and this was seconded by Cllr Morgan. All voted in favour. <u>Report on Finances</u> – The Parish Clerk explained that for the last 3 financial years the Parish precept had included a sum of money, now totalling £29,540.92, which had been put aside to cover the interest on a PWLB loan in case it was needed in order to complete the build of the Hall. This sum is not now needed for that purpose, but is needed to pay for the actual build, and she requested that the Councillors consider this proposal. Cllr McLeish proposed that this is accepted, and Cllr Freeman seconded, and all voted in favour. The Parish Clerk will now move the money from the Barclays current account into the NS&I Community Hall account. 	<u>LFL</u> <u>LFL</u> <u>JLH</u> <u>LFL</u> <u>LFL</u>

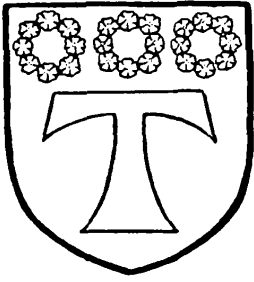
166/19 Cont.	<p>5. <u>Proposals for Opening: a. for use</u> – Cllr Horne wondered if the Hall could have a phased opening from September? He was advised that this could not be done that early as many important items would not be available, or procedures/policies completed in that time scale. It should be possible by late October.</p> <p><u>b. official</u> – The Official Opening date is confirmed as 30th November with the ceremony being done by Susan, Dowager Duchess of Richmond. The Parish Councillors were delighted that she is able to perform this task. The event will also include the switching on of the Christmas Tree lights. The Chairman suggested that a guest list should be started, which he would send to the Parish Clerk. Press and a Photographer are to be booked. It was also noted that a general Open Day would be a good idea. National Village Halls week is to be held on 20-26th January 2020, with a national Open Day on Saturday 25th January. The Parish Clerk will make enquiries about this event.</p> <p>6. <u>Lettings policy</u> – Cllr Horne confirmed the letting policy would give priority to Westhampnett residents. He noted the Hall would be a new location for some classes that currently also run in other parts of Chichester area. There needs to be a Diary visible to all, and bookings would start by being manual by him, and then online when this can be developed via a website. The Parish Clerk was asked to contact Sara Watkins in regard to a website. He will be preparing a document on lettings and charges.</p> <p>7. <u>Charges</u> – Cllr Horne confirmed that it is possible that for party bookings, there would need to be a deposit of £250 in case of damage. This is to cover the insurance excess, and would be returnable if not required.</p> <p>8. <u>Timings</u> – Cllr Horne confirmed that the operational hours are 0800-2200, with hourly slots, at £20 per hour. The method of opening the entrance door and turning off the alarm are to be resolved.</p> <p>9. <u>Bookings</u> – Cllr Horne said there was a great interest but nothing firm until a start date is known.</p> <p>10. <u>Management of the Hall</u> – <u>a. Before opening</u> – Many procedures are needed, and Mr David Thomas, a resident, said he would be happy to help with this. Cllr Horne would go to Boxgrove to see Pat to get some assistance from her, and he will speak to AirS as well. Mr Don Milton, a resident, suggested speaking to Ann Myers at Bosham Hall. <u>b. After opening</u> – to be resolved.</p> <p>11. <u>Fire Risk Assessment / Person</u> - The Parish Clerk had obtained quotations from 3 companies for the Fire Risk Assessment being Safe IS at £195 plus VAT, PTS Compliance Ltd at £249 plus VAT and Source Fire Risk Management Ltd at £300 plus VAT. Safe IS asked for the furnishing to be in place before they come, and the other 2 said they can do the assessment without furnishings. However the Councillors decided that it was important to assess the Hall with its furnishings. Cllr McLeish proposed Safe IS, and Cllr Freeman seconded, and all voted in favour. Also, the Parish Clerk has a quote from CIA for installing and commissioning the Fire Extinguishers that are needed, this to be emailed to all Councillors. It needs to be done as part of the build so that it can be VAT free.</p> <p>12. <u>Caretaker</u> – Cllr Horne advised that to start with this will be covered by a Volunteer, and then someone will need to be employed once the role can be defined.</p> <p>13. <u>Cleaner</u> – Cllr Horne advised that to start with this will be covered by a Volunteer, and then someone will need to be employed once the role can be defined.</p> <p>14. <u>Proposals / progress for Hall official opening event?</u> – see 5.b above.</p> <p>15. <u>Any other items</u> – <u>Insurance</u> - The Parish Clerk had obtained the quotation from Came & Co in regard to the Insurance for the Community Hall building and contents. The annual premium would be £1,580.32 inclusive of Insurance Premium Tax (IPT). A £250 excess would apply to any claims, except subsidence where a £1,000 excess would apply. The pro-rata cost until 1st June 2020 renewal would be £1,177.66. The acceptance of this was proposed by the Chairman, and seconded by Cllr McLeish. It was also noted that a Pay Terminal/card reader would be needed for payments, and this is to be actioned when the Barclays Bank Account is opened.</p>	<p><u>WPH</u> <u>HH</u></p> <p><u>LFL</u></p> <p><u>LFL</u> <u>HH</u></p> <p><u>HH</u></p> <p><u>HH</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>HH</u></p> <p><u>HH</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p>
167/19	<p><u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS</u></p> <p>It was confirmed that the Newsletter had been delivered to all homes prior to the Open Gardens Day on 21st July, which raised £900 for St Wilfrid's Hospice.</p>	
168/19	<p><u>DEALING WITH LOCAL ISSUES</u></p> <p>1. <u>Madgwick Park dust and noise</u> Cllr Harding explained that Madgwick Lane is being left in a mess, with dust everywhere, and noise from the site including from dumper trucks racing up and down. There is a disregard for privacy, and no-one is in the Management / Sales Suites to complain to about this, only the contractors on site. Mr David Thomas, also a resident of Madgwick Lane, said they have been working on a Sunday; the noise is loud, with generators being left on all night. He has emailed Planning at CDC, but the process takes too long. It was suggested that the Parish Clerk should send a letter to the CEO, and the Parish Clerk, so she asked for dates/examples of this to put in the letter.</p> <p>2. Mr Andy Bailey, a resident of Roman Walk, asked how it is that <u>Rolls Royce can operate extra shifts</u> which ended at around 1.30am on 26th July and 4-30pm on 27th July. These hours caused noise outside his house in the middle of the night. The Councillors said they had no knowledge of these extra shifts, but it would be looked into.</p> <p>3. Mr David Thomas advised that a <u>very large drone</u>, of 10' by 6', crashed into the field by his house off Madgwick Lane during the FOS. It was operated by Airspeeder.com and this had been reported by Mr Thomas to the CAA and Goodwood. <i>NB; The Parish Clerk later found that it seems to be under investigation by The Air Accident Investigation Branch (AAIB) which has said it has sent a team to West Sussex to investigate an accident involving an Unmanned Aerial Vehicle or Drone.</i></p> <p>4. Mrs Jean Hardstaff complained that the <u>overflying of aircraft at Westerton</u> is worse than ever. Goodwood had promised that when the N to S runway was up and running, the aircraft would stop going over Westerton. However, there have been big planes directly over the houses north of Westerton Lane, and over Westerton Lane itself. The Chairman said that these were reported, platitudes are given out and nothing is done. He asked that Mr Mark Gibb, Goodwood Aerodrome, be asked to attend the next PC Meeting.</p>	<p><u>LFL</u></p> <p><u>WPH/</u> <u>LFL</u></p> <p><u>LFL</u></p>

169/19	<p><u>QUESTIONS BY THE PUBLIC</u></p> <ol style="list-style-type: none"> 1. Mr Cameron McLeish asked what was happening in regard to the Maudlin Mill. The Parish Clerk will send him details of the application. 2. A resident asked if there was any news in regard to the Community Pub land next to the Village Green? The Chairman said he thought the pub was unlikely as the land wasn't suitable for it, however Bellway could be asked if there are any takers. 3. Mrs Maggie Walsh asked when the next Hall committee meeting was to take place, and Cllr Horne said he would circulate a date. 	<p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>HH</u></p>
170/19	<p><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 9TH SEPTEMBER 2019</u></p> <p>Noted.</p>	<p><u>LFL</u></p>
171/19	<p><u>CLOSE MEETING</u></p> <p>The meeting closed at 8.52pm.</p>	

Signed.....

Date.....

Chairman of Meeting



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham
Oak Tree Cottage, Claypit Lane, Westhampnett, Chichester PO18 0NU

Tel: 07960 947773 email: westhampnettclerk@gmail.com
www.westhampnettpc.co.uk

Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 9th September 2019 at the March C of E School, Westhampnett

Present:

Parish Councillors: Cllr W P Harding (Chairman), Cllr H Horne (Vice-Chairman), Cllr J Freeman, Cllr S James and Cllr C McLeish.

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham.

CDC Cllr H Potter, Mr A Ball (RR) and 11 members of the public also attended.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
172/19	<u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE</u> The Chairman opened the meeting. Apologies received from WSCC Cllr J Hunt, Cllr R Morgan, Mr M Gibb (Goodwood Aerodrome), Goodwood Estate and Mrs J Hardstaff.	
173/19	<u>DISCLOSURE OF INTERESTS</u> None.	
174/19	<u>PARISH COUNCILLOR VACANCY</u> Mr Windsor Holden said a few words describing his personal and work background, and explained that after 11 years of living in Westerton he is now in a position to give something back to the community. Cllr Harding proposed that he become a Councillor, this was seconded by Cllr Horne, and all voted in favour. Having signed the paperwork Cllr Holden joined the table with the rest of the Councillors, and was welcomed by Cllr Harding.	
175/19	<u>CONFIRM MINUTES OF THE LAST MEETINGS held on 8th July 2019 and 1st August 2019</u> <u>RESOLVED:</u> That the minutes of the meeting held on 8 th July 2019 are approved by the Council and signed by the Chairman as a true record of the meeting. Proposed by Cllr Freeman, seconded by Cllr McLeish, and all voted in favour. <u>RESOLVED:</u> That the minutes of the meeting held on 1st August 2019 are approved by the Council and signed by the Chairman as a true record of the meeting. Proposed by Cllr Horne, seconded by Cllr Harding, and all voted in favour.	
176/19	<u>MATTERS ARISING</u> None.	
177/19	<u>REPORTS FROM EXTERNAL BODIES: including District and County Councillors and local organisations.</u> WSCC Cllr J Hunt had provided a written report which was read out by the Parish Clerk: <i>The latest version of our Town and Parish News came out last week, so hopefully you have all seen that. I hope you publish this on your website because it covers some interesting issues. This month we cover the following:</i> <ul style="list-style-type: none"> • <i>Details of a budget animation programme you can view, showing some of the financial pressures we face.</i> https://www.westsussex.gov.uk/campaigns/budget-202021/ • <i>Details of a consultation running up until 1st October on our electric vehicle strategy</i> https://www.westsussex.gov.uk/education-children-and-families/your-space/electric-vehicle-strategy-consultation/ • <i>A reminder that you need to have any winter salt submissions in by 16th September (NB: already done by the Parish Clerk)</i> • <i>A new campaign called 'Mia recycles' - which is a video made by about recycling and what you can and can't recycle with Mia, a school girl from Bognor Regis as the face of the campaign.</i> https://www.westsussex.gov.uk/news/local-school-girl-fronts-new-west-sussex-recycling-campaign/ • <i>And finally, details of some of our latest campaigns, details of how to access our 'Have your say Consultation Hub' and details of how to join our "People's Panel".</i> <ul style="list-style-type: none"> • <i>The new combined cycle path/pavement along Stane Street - work is scheduled to commence in early November and are planned to run through to February. There will be a two week shut down over Christmas. Linda (the Parish Clerk) has been kept updated.</i> • <i>The proposed parking zone plans for Westhampnett are included in the overall plans for new parking zones in Chichester, so these are still in formation. I understand the overall plans for Westhampnett have been reviewed following a public consultation, but further consultation is expected during the TRO process, hopefully later this year.</i> • <i>Nothing else to report.</i> 	<u>LFL</u>

177/19
Cont.

CDC Cllr H Potter reported:

Now that the Council is a 'hung' Council with no overall control since the May elections, there are many more new Councillors voicing objections to the increased numbers of houses being written into the Local Plan Review. So much so that the Leader of the Council, Eileen Lintill, has written a letter to Robert Jenrick MP, the Minister for Housing and Communities, asking for the additional demands to be reviewed. On this same subject I have been trying to meet our MP Gillian Keegan to endorse this request but to date with no success! I am disappointed!

There are some risks attached to the progress of the Southern Gateway Project. Homes England, a supposed partner in the Project, appear not to be progressing the purchase of the Law Courts, Crown and Magistrates, from the Ministry of Justice. This fairly large area forms an intrinsic part of the whole Project. However a site has been identified for the relocation of the Bus Depot, but there is so much more to do.

I and many other motorists are very disenchanted with the regular mid-afternoon disruption of the traffic on Stane Street when the changeover of shift workers takes place. Surely Rolls Royce could introduce a one way system for exiting vehicles via Madgwick Lane. This situation appears to be worsening.

It is good news that CDC are consulting on sustainable new and improved cycle and pedestrian routes in and around Chichester

Finally, I must mention the Street Party which was held in East and North Streets, Chichester on the 22nd of August. This was presented by CDC and the Business Improvement District Team and supported by the Co Op who are about to open a new Store in East Street. I went along to have a look and found it to be very well supported with a number of interesting features and retailers' making the most of what was a beautiful sunny afternoon. The event was much appreciated by those who attended.

And that concludes my report.

In regard to the Opening Ceremony of the Community Hall, Cllr Potter advised that the Duchess is not keen on the term Dowager Duchess, and prefers to be called Duchess Susan, or Susan, Duchess of Richmond.

With regard to the Southern Gateway, Cllr Potter explained that the Buses would be garaged in Terminus Road, and they would circulate around town with no Bus Station.

In regard to the Parking Proposals Cllr Potter recommended looking at WSCC website which shows Zone U (Westhampnett).

Mr Andrew Ball (RR)

Mr Ball was thanked by the Parish Council for extending an invitation to all Councillors to attend the RR Family Day on 8th September. Mr Ball said the invitation went to all immediate neighbours as well, and he hoped to host a Neighbours event in due course. He reported:

1. Parking – this is on-going issue, and there is now a new security team member employed, who is patrolling around local streets. If the vehicle / person can be identified and they are parking against guidelines then they will be disciplined. He said it got better, then the patrols went down and it got worse.
2. Congestion at Shift Change – He has escalated this matter to the Directors as the inbuilt buffer has been eroded and that is why there are overlapping shifts. Mr Bob Holman, a resident, said did he have any idea of the chaos caused. There are motorbikes charging up Stane Street, the number of times they have complained but it is still as bad as it always was. Mr Ball said it had improved, but was not resolved; hence he is pushing it through the Board. Various ideas to resolve it were discussed by the people present including a) Exit from the Entrance by Rolls Royce roundabout, and b) Left only turn out of RR staff Entrance to go out of Westhampnett via Strettington, and Left only into the Staff Entrance from Chichester Park Hotel end of Stane Street.
3. Speeding – Mr Ball said he had received no complaints.
4. Noise – Mr Ball said he had received complaints about noise from cars and motorbikes. If identified on site they are dealt with, and if the registration number is given they are dealt with. He said some noise is within the Law, and if they are on the Highway it is difficult to deal with.
5. Late Shift – Mrs Maggie Walsh, a resident, said that at 11-30pm there was an appalling amount of noise. Mr Ball said he had asked their General Manager to stand outside the RR sign at the Entrance to act as a deterrent. Mr Ball said he talks to the Police, but they say Westhampnett is a low accident area so they won't help.
6. Parking Controls – Mr Ball explained that RR supports the proposed parking controls, and the Cycle Lane double yellow lines.
7. Deliveries Sign –Mr Ball was chasing up the sign with Mr Nigel Carter.

AB

178/19

MEMBERS' REPORTS: To receive reports from Members where not covered in agenda below.
None.

179/19	<p>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</p> <ol style="list-style-type: none"> <u>Dog-Fouling</u>: CDC Dog Warden has visited and put up extra signs. Residents commented that they thought it had not improved, in fact may have declined, and asked if Goodwood Estate would put up more signs? Also to note that the 1st Gate post into The Plantation is rotten. The Parish Clerk to action both. <u>Richmond Rd Hawthorn Tree / Phone line</u>: The Volunteers had now done this. <u>Seat on Village Green</u>: Cllr James advised that he contacted Jewson's, who advised that they have an annual community support programme and he will apply in January when it opens again. <u>Surface of FP 417 Westerton to Maudlin</u>: WSCC PROW officer Kathy Eels advised that they do not have the funds to resurface the FP, but may be able to cover the cost of the materials if Volunteers could be found to do the actual work. To be considered, to see if possible. <u>Ms Ciara Williams</u>: The Parish Clerk advised that Ms Williams has now left Goodwood, and asked if, as she had been extremely helpful to the Parish Council, an Official Thank You could be noted in the Minutes and sent to her via Goodwood. This was agreed, Clerk to action. <u>Madgwick Park</u>: Cllr Harding asked if the letter to BDW Homes had been sent yet in regard to the speed of the dumper trucks within the site, kicking up dust. The Clerk said not yet as she needed dates etc. for evidence. Cllr Harding asked if this letter could be sent. <u>Southern Water, Madgwick Lane</u>: Cllr Harding said there was the same problem on this site behind Old Place with dust kicking up and noise. Is this issue included in the Planning Conditions? He asked the Clerk to write to Southern Water. <u>Post Box on Madgwick Lane</u>: Cllr Harding asked if the requested post box serving Madgwick Lane had been progressed, the Clerk said it was on the back burner at present. Mr Blanchard mentioned that the collection times for the post box at the corner of Stane Street and Claypit Lane had changed to 7am Monday to Friday, and 9am on Saturday. 	<p><u>LFL</u></p> <p><u>SJ</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p>
180/19	<p>PLANNING MATTERS</p> <p><u>Cllr Harding gave an update on Planning Applications since the last meeting on 8th July 2019:</u></p> <p><u>New Planning Applications:</u></p> <p>Week 32 07/08/2019 WH/19/01915/DOM - Case Officer: Maria Tomlinson Mr And Mrs Scott</p> <p>8 Vespasian Close Westhampnett PO18 0FS Erection of single storey rear extension and alterations and additions to existing g O.S. Grid Ref. 488613/106282</p> <p>Subsequently Withdrawn.</p> <p>Decisions: WH/19/01546/FUL - Case Officer: James Gelling Mrs Pam Clingan Land To South Of Madgwick Lane Westhampnett Chichester West Sussex Temporary residency for 5 years provision of static mobile home. O.S. Grid Ref. 488059/106435 Permitted 20/08/19</p> <p>WH/19/01406/FUL - Case Officer: Kayleigh Taylor Rolls-Royce Motor Cars Ltd Rolls Royce Motor Cars The Drive Westhampnett Chichester Infill extension to provide additional floor space and associated works. O.S. Grid Ref. 488512/106717 Permitted 31/07/19</p> <p>WH/19/01378/FUL - Case Officer: Vicki Baker Mr Mark Rogers Rolls Royce Motor Cars The Drive Westhampnett PO18 0SH Ground floor extension to house electrical switch gear. O.S. Grid Ref. 488512/106717 Permitted 24/07/19</p>	

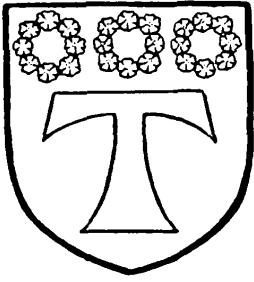
180/19 Cont.	<p>WH/19/00989/FUL - Case Officer: Maria Tomlinson</p> <p>Mr & Mrs Holman Ash Keys 25 Stain Street Tile makers Close Westhampnett Erection of 1 no. 3 bed dwelling with detached garage to the rear of existing property. O.S. Grid Ref. 488379/106190</p> <p>Permitted 24/07/19</p> <p>SDNP/19/01955/FUL - Case Officer: Heather Lealan SDNPA Minerals and Waste The Goodwood Estate Company Limited Valdoe Quarry, Kennel Hill Road, Goodwood, Chichester, West Sussex Use of land for open storage (defined area) within retained earth bunds to comprise the final stage of site restoration</p> <p>Permitted 26/07/19</p> <p><u>Revision of The Hollies Planning Application also reviewed.</u></p>	
181/19	<p><u>NEIGHBOURHOOD PLAN UPDATE / LOCAL PLAN UPDATE TO 2035:</u> To be noted that there has been no progress, still pending action.</p>	<u>LFL</u>
182/19	<p><u>COMMUNITY HALL</u></p> <ol style="list-style-type: none"> <u>Update on Build / Completion:</u> Cllr Horne reported that the building is finished, with only small items being done. It is hoped to open for hire in October. <u>Finances of the Build:</u> The Parish Clerk advised that it will cost approx. £650k overall. Cllr Horne reported that someone has thrown a stone at the Triangular window, which has broken the outside sheet. He will supply the Parish Clerk with photos. The contractors are getting a quote from the glass suppliers, which will include the cost of removing the broken window and replacing it with a new one. The question of "How can we deter people" was raised and it was suggested that suitable signage is put up. <u>Management Committee:</u> Cllr Horne advised that this comprises himself, Cllr Freeman, Vikki Hibbert, David Thomas and Martin Woolf. He also has volunteers to help run the Hall. The key-holders are to be Cllr Horne, Cllr Freeman and Vikki Hibbert. <u>Policies and Procedures:</u> Cllr Freeman advised that a lot of these had been done, with help regarding examples from ACRE and WSCC for Safeguarding. Cllr Freeman will provide the PC with a full list, and left to do is the Environment Policy, Complaints Procedure, Health & Safety and Fire Risk Assessment, plus Mission Statement. Cllr Freeman is to attend the SSLAC Training on 19th September on H & S and Risk Assessment. <u>Bookings:</u> Cllr Horne reported that there were several already, and a firm opening date is needed. <u>Finances Day to Day:</u> Cllr Horne advised that <u>Hire rates</u> would be £20/hr, with 10% discount for locals/regulars, and for the first 2 months the cost would be 50% of normal charge, with full charge from January 2020. Mr Andrew Ball offered to promote the Hall at RR which was accepted. Cllr Horne advised there is to be a <u>Meeting on Wednesday for IT</u> in order to have bookings and payments online. A card reader would be needed for the Café, as there would not be much cash, mostly contactless. Cllr Horne advised that a <u>Bank Account</u> had been opened at Lloyds Bank with signatories being Cllr Horne, Cllr Freeman and Vikki Hibbert. All income to go into the Lloyds Bank account and reported at each PC Meeting. The running costs would also be paid out of this Lloyds Bank account, and he would need £20k to start it up. There followed a short discussion on this matter, and it was agreed that the whole Council should be invited to a Management Committee meeting to discuss the details. Cllr Horne to arrange this meeting. <u>Opening Ceremony 30th November:</u> Cllr Horne reported that RR had kindly agreed to pay for the Brass Plaque, the Honours Board, a buffet and drinks. The PC thanked RR for this. The details of the opening ceremony to be discussed at the meeting as per Item 6 above. <u>Any other items:</u> a) Mr Andrew Blanchard, a resident, said he had previously commented on the fact that the contractors appeared not to be working, and now, suddenly, it is finished. He would like to take back that part of what he said! b) Cllr Horne explained that there are no steps leading from the parking area and that it would be necessary to put some in. The Chairman said this is noted, but leave for now. <p>Mr Ball left at 8-20pm, during Item 182/19 6, and Cllr Potter left at 8-30pm.</p>	<p><u>HH</u></p> <p><u>JF</u></p> <p><u>AB</u></p> <p><u>HH</u></p> <p><u>HH</u></p>
183/19	<p><u>VISIBLE "ENTRANCE" TO EACH PART OF THE PARISH – PERHAPS MARK BY WHITE GATES ON THE VERGE?</u> To discuss the proposal first suggested by a resident, and then investigated by Cllr Morgan.</p> <p>The Parish Clerk read out some of the notes from Cllr Morgan. Cllr McLeish said it was a good idea, a view shared by Mrs Gillian Kennet, a resident, and others. Cllr Harding said he thought it would be good for both ends of Stane Street, but not Madgwick Lane. Cllr James suggesting getting some costings and Cllr Freeman agreed. Cllr Holden said that the village would be identified, and Cllr Harding agreed that Westerton would be a good place. It was suggested that Councillors should look at the settlement area in order to define where would be suitable. It was agreed that this project should proceed to the next stage and that Cllr Morgan be asked to prepare a proposal showing the positions, design, obtain costings, funding etc. (NB: The Parish Clerk has a couple of ideas for funding).</p>	<u>RM/ALL</u>

184/19	PARKING IN STANE STREET BY COMMERCIAL VEHICLES Cllr Freeman advised that she had raised this issue as she lives in Tilemakers, and there are often Transit vans parked in Stane Street and it is very difficult to see to get out of her Close. Cllr James said that it was bad for people getting out of The Grange. It is hoped that both of these issues will be resolved when the cycle path is done later this year with double yellow lines along that part of Stane Street. No further action is needed at present.	
185/19	VILLAGE GREEN The Parish Clerk reported: 1. The <u>weekly grass cutting</u> has made a difference with the grass much improved. 2. The <u>Village Green sign</u> is outstanding. 3. There appears to be <u>2 dead trees</u> , not 1 –still to be reported to Bellway. 4. <u>Dog signs costs</u> still to be recovered from Bellway. 5. <u>Bumpy surface of the Village Green grass</u> – advice has been asked from the grass cutting contractors, and they have reservations about the previously suggested Autumn chain harrowing. It could be that would just dislodge the stones on the surface, and then stone picking would be needed. He suggested topsoil filling any of the low/bare areas and seeding. Mr Bob Holman, a resident, said that harrowing may help, and rolling may be better. He added it may need to be sprayed for weeds as well. He said rolling should be done in the Spring (March/April when ground is wet) not Autumn. Mr Derek Marlow, a resident, said there was the same problem on Roman Walk as the landscaped areas have problems and he offered suggestions to rectify. This matter needs further investigation. 6. <u>Bumpy surface of the Play Area</u> – Mr Andrew Blanchard, a resident, suggested top-soiling in sections over a year to improve it. This matter needs further investigation, and he would look into costs for this. 7. <u>Rings to clip dogs onto</u> – The Parish Clerk had looked into this, and there is a small cost involved. However, it is unclear if this is really needed, and she will check again with Mrs Ros Craven to ensure the issue is fully understood.	<u>LFL</u> <u>LFL</u> <u>LFL</u> <u>LFL</u> <u>LFL/</u> <u>AB</u> <u>LFL</u>
186/19	FOOTPATH BETWEEN MADGWICK PARK AND THE CHURCH Further to the meeting between The Church, The Parish Clerk and the Landowner in late May, the requested location details have not been received from BarrattDavidWilson Homes. The Parish Clerk has been struggling to get a reply, and will chase up again.	<u>LFL</u>
187/19	ALLOTMENTS A group needs to be formed to action this matter.	<u>LFL</u>
188/19	COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA None.	
189/19	PARISH FINANCIAL MATTERS 1. <u>To approve the Accounts up to 31st August 2019</u> The Community Hall Account spreadsheet had been previously circulated to the Councillors. The Hall has so far cost £586k, and there should be sufficient funds to complete the Build. The Current Account payments and receipts spreadsheet had also been previously circulated to the Councillors. The bank account and NS&I account both balance to the income and expenditure so far this year. The accounts were approved. 2. <u>To review the requested grant from St Peters Church for the upkeep of the Churchyard</u> The written request was reviewed, and Cllr Harding proposed that a grant of £800 be made. This was seconded by Cllr Holden, and all voted in favour. The Parish Clerk to action.	<u>LFL</u>
190/19	CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS None.	
191/19	DEALING WITH LOCAL ISSUES 1. Mr Andrew Blanchard, a resident, remarked that Fordwater Road is done, not bad now. 2. Mrs Jean Hardstaff, a resident, advised that the brambles need cutting back along the Footpaths Westerton to Maudlin, and Westerton to Rolls Royce. The Parish Clerk chasing up both of these. 3. Mrs Jean Hardstaff advised that the fingerpost on the junction of Westerton/Maudlin Footpath is still lying on the ground. The Parish Clerk had previously advised PROW team, but will ask Goodwood if they can re-erect it. 4. Mrs Jean Hardstaff advised the gate post nearest to RR, leading into the Plantation, is rotten and needs replacing. 5. Mrs Jean Hardstaff sent a suggestion in regard to Sloe Fair in October, and the parking of the vehicles. Last year the vehicles were blocking the footpath / cycleway. The details were read out by the Parish Clerk – ie. To cone off the inside lane of the dual carriageway from McDonalds to the Chichester Park Hotel to provide a temporary parking area. The Councillors discussed this and asked the Clerk to write to WSCC / CDC.	<u>LFL</u> <u>LFL</u> <u>LFL</u> <u>LFL</u>
192/19	QUESTIONS BY THE PUBLIC None.	
193/19	DATE OF NEXT FULL PARISH COUNCIL MEETING: 14th OCTOBER 2019 Noted.	<u>LFL</u>
194/19	CLOSE MEETING The meeting closed at 9.07pm.	

Signed.....

Date.....

Chairman of Meeting



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham
Oak Tree Cottage, Claypit Lane, Westhampnett, Chichester PO18 0NU

Tel: 07960 947773 email: westhampnettclerk@gmail.com
www.westhampnettpc.co.uk

Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 14th October 2019 at the March C of E School, Westhampnett

Present:

Parish Councillors: Cllr J Freeman, Cllr W Holden and Cllr R Morgan

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham.

19 members of the public also attended.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
195/19	<u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE</u> The Parish Clerk opened the meeting. Apologies received from CDC Cllr H Potter, Cllr C McLeish, Cllr S James, Mr M Gibb (Goodwood Aerodrome), Goodwood Estate, Mrs J Hardstaff and Mrs A Kent. As there was no Agenda item for WSCC, CDC or local organisations WSCC Cllr J Hunt and Mr A Ball (RR) did not attend. NB: The Parish Clerk has been advised that it is usual only to include apologies from Parish Councillors and not others, so in future this is what will be recorded.	
196/19	<u>ELECTION OF CHAIRMAN:</u> A nomination for the position of Chairman had been received from Cllr Freeman, and there being no other nominations a paper vote was taken. As a result Cllr Freeman was unanimously elected. Cllr Freeman completed the Declaration of Acceptance of Office, and took over the running of the meeting.	
197/19	<u>ELECTION OF VICE CHAIRMAN:</u> A nomination for the position of Vice Chairman had been received from Cllr McLeish, and there being no other nominations a paper vote was taken. As a result Cllr McLeish was unanimously elected. Cllr McLeish would need to complete the Declaration of Acceptance of Office as soon as possible as she was not at the meeting.	<u>CMcL</u> <u>/LFL</u>
198/19	<u>CO-OPTION OF UP TO 2 PERSONS AS COUNCILLORS:</u> There has so far not been anyone who has put themselves forward as a Councillor.	
199/19	<u>DISCLOSURE OF INTERESTS</u> None.	
200/19	<u>CONFIRM MINUTES OF THE LAST MEETING</u> held on 9 th September 2019 <u>RESOLVED:</u> That the minutes of the meeting held on 9 th September 2019 are approved by the Council and signed by the Chairman as a true record of the meeting. Proposed by Cllr Morgan, seconded by Cllr Holden and all voted in favour. The Chairman then signed the Minutes.	
201/19	<u>MATTERS ARISING</u> None.	
202/19	<u>PLANNING MATTERS</u> The Parish Clerk gave an update: <u>New Planning Applications:</u> 37 11/09/2019 WH/19/01278/DOM - Case Officer: William Price Mr Paul Calvesbert, Hadley House Claypit Lane Westhampnett PO18 0NU Construction of a 2 storey extension to West elevation, a single storey extension to the East elevation, an enlarged entrance hall to North elevation, changes to fenestration and associated works. Demolition of existing detached garage and realignment of drive. Reconfigured entrance with 2.2 metre high wall and gates. O.S. Grid Ref. 488191/106301 To view the application use the following link; https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PRA0TZERKRC00	

The Parish Council has submitted the following comments:

PLANNING APPLICATION WH/19/01278/DOM Construction of a 2 storey extension to West elevation, a single storey extension to the East elevation, an enlarged entrance hall to North elevation, changes to fenestration and associated internal works. Demolition of existing detached garage and realignment of drive. Reconfigured entrance with 2.2 metre high wall and gates. Hadley House Claypit Lane Westhampnett PO18 0NU

The application has been prepared and submitted without any prior consultation with Westhampnett Parish Council. It is disappointing that recently a number of new residents have prepared and submitted planning applications without first discussing their proposals with the Council. Potentially this could have avoided disappointment and bad feeling by applicants and existing residents.

House with swimming pool.

The Parish Council acknowledges that over time residential properties alter and extend to reflect social change and as such, the Council would not be opposed to reasonable proposals for alterations to this property. However it considers that the size and scale of the alterations currently proposed is excessive and form an unacceptable mass. The 2 storey extension on the western side of the property is very close to Milner House and is considered un-neighbourly in this rural setting. Likewise, the proposed extension for the swimming pool, is also considered un- neighbourly. Therefore the Council OBJECTS to the proposals.

Garage.

Demolition of the existing garage. Subject to siting, location of a triple garage could be considered if this was separate from and not integral with the house.

Entrance Drive.

The Council OBJECTS to the proposals to reposition the entrance to the driveway for the following reasons:- Although the Parish Council has no adopted Neighbourhood Plan much work has been carried out considering the aims and aspirations of the community. It is the Councils policy to maintain the rural nature of the community by retaining and enhancing existing hedgerows and trees to provide and maintain habitation for wildlife. In 1973, a Tree Preservation Order was made on this site and the land surrounding it, to maintain the rural nature of the area. The proposed repositioning of the entrance and re-alignment of the drive would require the demolition of several large mature trees and destroy the existing setting. Of particular visual importance are the two existing trees either side of the existing driveway, which would have to be felled if the application was permitted. Introduction of a 2.2m high wall with gates is contrary to the existing rural surroundings and considered unacceptable.

In conclusion, the Parish Council OBJECTS to the application.
Should the applicant wish to reconsider the proposals and discuss them with the Council prior to resubmission, the Council would be willing to meet the applicant.

40 02/09/2019 **WH/19/02346/REM** - Case Officer: Rhiannon Jones
Miss Rachel Ballam

Land North Of Stane Street Madgwick Lane Westhampnett West Sussex

Approval of reserved matters is sought in respect of landscaping only on Outline permission 15/03524/OUTEIA.

O.S. Grid Ref. 487830/106239

To view the application use the following link;
<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PXO8LNERHRA00>

This application is in regard to Madgwick Park, and includes the Allotments and other Landscaping.

The Parish Council to assess, and may submit comments.

202/19 Cont.	<p><u>Decision:</u></p> <p>WH/19/01339/DOM & WH/19/01340/LBC - Case Officer: Maria Tomlinson Mr Keith Walters The Hollies Westerton Lane Westerton Chichester</p> <p>Construction of an orangery, widening of back door, reinstatement of internal partitions, conversion of existing car port to garage,</p> <p>repair and addition of gutter to dormer. O.S. Grid Ref. 488626/107358</p> <p>To view the application use the following link; https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PRNFK4ERL1400</p> <hr/> <p>Permitted on 30/09/19 with reduced size of Orangery and allowing for better car-turning by garage.</p>	
203/19	<p><u>NHB 2019 APPLICATION – 45/19</u></p> <p>A resident asked how the NHB funds were to be used, and the Chairman explained using the spreadsheet of items amounting to £18k that are required to open the Community Hall for use. Mr R Keatley, a resident, remarked that if CCTV is required he has a contact, and he will gladly pass on details at the end of the meeting.</p> <p><u>RESOLVED:</u> That the Parish Council accept and understand the Terms and Conditions of the New Homes Bonus Agreement NHB 45/19. Proposed by Cllr Morgan, seconded by Cllr Freeman, and all voted in favour. As is required, the Parish Clerk then signed both copies of the Terms and Conditions and one copy will be sent to Mr David Hyland.</p>	<p><u>RK</u></p> <p><u>LFL</u></p>
204/19	<p><u>COMMUNITY HALL</u></p> <p><u>Updates were received in regard to:</u></p> <ol style="list-style-type: none"> <u>First Hire and Opening Date:</u> Cllr Freeman advised the Opening Ceremony for the Hall would be 30th November 2019, with the first date of Hire is the Women's Institute on 19th of December 2pm to 4.00pm. St Peters Church has asked to pencil in a monthly booking and a Quiz night in February, the March School has also shown interest. Lots of contacts passed over by Howard have dwindled due to time lapse and not liking the idea of paying a deposit. Several email addresses have also been rejected. To be discussed later in this section. <u>Management Committee, new Chairman and extra Committee Members:</u> Cllr Freeman advised that a Sub-committee Meeting was held on Monday 7th October. She was voted in as the Chairman of the Committee, and Cllr Holden has agreed to join to Committee. There is also a resident Mr Richard Skillern who is interested in joining the group. She added that the Committee members have different skills and it is now a positive team. <u>Finances of the Build and Day to Day Costs:</u> The Parish Clerk reported that the various outstanding tasks on the Hall had been done by Reillys, and sought agreement for the payment of £48k to be made. The Cllrs all agreed to now make this payment, and instructed the Parish Clerk to action. <u>Policies and Procedures for use of the Building/Bookings:</u> Cllr Freeman reported that the policies and risk assessments have been written that are required for the building, together with Terms and Conditions of Hire. The Booking form is to be simplified, and the charges to be reviewed. In regard to charges Cllr Morgan and Holden both said that it is important to make sure that charges will cover the costs, and so should not be too low. It was agreed to have lower rates, and not charge deposits to charities, school or church bookings to start the Hall off, and review them as at 31st March 2020. <u>Management of the Bookings and income to go into Lloyds Account:</u> A separate Lloyds Bank account with three signatures including the Parish Clerk has been set up. All the money taken by the Management Committee will go into this account. This will accumulate and pay the second year running costs, and any extra will go back into services for the Community. <p>It will be important to market the Community Hall, perhaps with an Open morning and advertising banners on the outside? The new Hall website, if approved (see 8C), will help.</p> <ol style="list-style-type: none"> <u>Proposal for Opening/Christmas Event on 30th Nov. & request for PC fin. support for this event:</u> Cllr Freeman confirmed that the Opening Ceremony for the Hall and Christmas Event is on Saturday 30th November. Because of the change of circumstances, it has been decided to combine the activities. Cllr McLeish has kindly taken over this preparation for the day, and she has submitted a proposal for consideration by the Councillors which was presented by Mr Bob Keatley. The details were explained and a budget of £1,200 was requested. The timing of the day would be Start at 2pm, Opening Ceremony for the Hall at 4pm, Light to Tree at 4.30pm, then go to Westerton to light the Tree there about 5.30pm. The Councillors agreed it was a very good proposal and wished to approve it. Cllr Holden proposed this, and Cllr Morgan seconded. Proposal approved. The Parish Clerk was asked to obtain permission from Goodwood both for the siting of the Westerton Tree and to seek funding of the 2 trees, as per last year. <u>Build Report:</u> Cllr Freeman said that the design & fitting out of the building has meant that extra care has been needed when writing a Risk Assessment. This has been done, & any hazards that have been recognised have been included in this document to be actioned with signage to be installed. Any snagging issues have been dealt with over the last month, & the Parish Council is grateful for the speed with which they have been actioned by Tim at Reillys. 	<p><u>LFL</u></p> <p><u>ALL</u></p> <p><u>LFL</u></p>

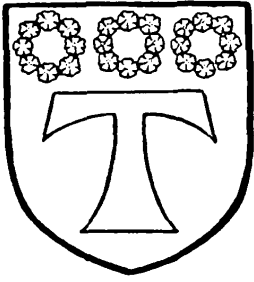
204/19 Cont.	<p>8. <u>Any other items including- Will the next PC meeting be in the Community Hall?:</u></p> <p>A). The Opening Ceremony / Christmas event is to be <u>advertised</u> in the Church magazine (copy date 20th October) and with a flyer that Mrs Gemma Young is designing.</p> <p>B). In regard to the <u>Opening Ceremony Plaque</u> the Councillors agree it should have Mrs Jean Hardstaff's name on it as she is the Architect. The Parish Clerk to action.</p> <p>C). Cllr Freeman advised that a <u>Quote for the new Community Hall website</u> had been received from Sara Watkins in the sum of £950, with an annual amount of £146 for the domain name, and £2.77 per month for the Calendar element for online bookings. David Thomas, a Management Committee member, has been involved in the website discussions, and work can be started as soon as approval is given by the Parish Council. It would be necessary to buy a pay as you go mobile for ease of bookings. The Councillors agreed that the website quote should be approved, Cllr Morgan proposed this, and Cllr Holden seconded. Cllr Freeman will confirm to Sara giving the go-ahead.</p> <p>D). Cllr Freeman confirmed that the Parish Clerk would be managing the <u>finances for the fitting out of the Hall</u> for the time being.</p>	<p><u>JF</u></p> <p><u>LFL</u></p>
205/19	<p><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u></p> <p>Cllr James had asked the Allotments be on the Agenda for the next meeting. This was noted.</p>	<p><u>LFL</u></p>
206/19	<p><u>PARISH FINANCIAL MATTERS</u></p> <p>1. <u>To approve the Accounts up to 14th October 2019</u> The Community Hall Account spreadsheet had been previously circulated to the Councillors. The Hall has so far cost £635k, and there are sufficient funds to complete the Build. The Current Account payments and receipts spreadsheet had also been previously circulated to the Councillors. The bank account and NS&I account both balance to the income and expenditure so far this year. The accounts were approved by all the Councillors.</p> <p>2. <u>To note receipt of remaining S106 Build Monies from The Grange at £4,796.49.</u> Approval was sought to move this to the NS&I Community Hall Fund. Cllr Morgan proposed this was done, and Cllr Holden seconded. The Parish Clerk will action this.</p>	<p><u>LFL</u></p>
207/19	<p><u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS</u></p> <p>None.</p>	
208/19	<p><u>DEALING WITH LOCAL ISSUES</u></p> <p>1. <u>In the absence of Cllr H Potter, he asked the Parish Clerk to read out his report, especially in regard to the Rolls Royce shift change:</u></p> <p><i>First, a word of warning! The construction of the new roundabout in Westhampnett Road, to facilitate the access into the new Lidl superstore begins on the 7th November. For about a month the road will be closed overnight from 7pm until 6am the following mornings. Other times will, of course, be the usual chaos!</i></p> <p><i>The Full Council Meeting on 24th September saw 3 Motions tabled by Green and Labour Members. One was to consider environmental issues such as less grass cutting, encouragement of wild flower areas, more tree planting and, please don't laugh, "Sedum" roofs on bus shelters!!</i></p> <p><i>The second Motion was to consider that the Council selects an electricity supplier which provides renewable electricity? Nobody could explain the difference between the power generated at Strettington and Westhampnett Solar Farms and that which may get into the National Grid from Sizewell B! Both of these Motions from a Green Party Member!</i></p> <p><i>The third was from a Labour Member requesting that the Council build more affordable houses than the 30% currently demanded on sites of more than 10 dwellings.</i></p> <p><i>The possibility of evening meetings of the Council was debated. After the May 2nd elections, a poll was taken among Members to find if there was a popular demand for a change to the timing of meetings. It appears that we are the only Council in Sussex which only has daytime meetings. This supposedly precludes many full time workers from (a) standing as a Councillor at elections and (b) much of the Public from attending meetings, both fairly valid reasons. 61% of the Members voted for the Status Quo so the timings of meetings remain the same. However it was agreed to revisit this issue before the next elections and announce there could be a change and prospective candidates will be expected to turn out on a cold, wet November or January evening, possibly in the snow, to attend a Council Meeting. There is no indication of the length of Meetings, Planning Meetings, for example, can last for 5 or 6 hours! No consideration was given to Staff Members feelings, additional costs of overtime and time off in lieu or even if the Staff would agree to a change.</i></p> <p><i>In relation to the 1st, environmental Motion, Westhampnett Road has been declared a Poor Air Quality Zone, and Nitrous Oxide monitoring meters have been installed to measure just how bad it really is particularly considering the introduction of the new roundabout. That will really help!</i></p> <p><i>Last month I reported that the Leader of the Council, Eileen Lintell had written to the Minister of Housing and Communities requesting a review of the housing numbers demanded of Local Authorities in the South. Well, it has resulted in a meeting later this month between the Under Secretary of the Minister and Eileen, our Chief Executive, Diane Shepherd and our MP Gillian Keegan. We can only be hopeful!</i></p> <p><i>I recently had an e-mail from a Westhampnett resident who has grave concerns, as do we all, regarding the chaos caused when Rolls Royce assembly workers change shifts. All I can suggest is to wait and see if the proposed gap in the period of the shift changeover makes an acceptable difference to this unacceptable nuisance.</i></p> <p><i>Finally, I have invited Gillian Keegan to a meeting at The Star And Garter in East Dean on Friday 18th October at 7 pm and I'm happy to say she has accepted. So, if anyone wishes to attend and ask Questions she will be pleased to</i></p>	

208/19 Cont.	<p>see you. She has a new PA and I have to say the reaction to e- mails is a lot more proactive.</p> <p>A discussion followed, and various residents commented that the delays had got worse, that people waiting at Chichester Bus Station for the No 55 bus to go to St Richards, were missing their appointments as the buses were snarled up both ways in the queues, that the delays amounted to being stopped in a queue just on 2 days last week from 1448-1510 and from 1413-1440, that the traffic lights at Strettington had altered the bias, and that the RR employees were making 4 journeys as people drop off/collect others. The general view was that pollution was a worrying side effect of this, and the Parish Clerk will ask Cllr Potter how the Parish can get a Nitrous Oxide monitoring meter, even if only on a temporary basis.</p> <p>It was hoped that RR would have a solution by the next Parish Council meeting on 11th November, and Mr Andrew Ball would be asked to attend.</p> <p>2. <u>White Gates to mark entrance to each part of the Parish?</u> Cllr Morgan had done some background work on this suggestion and it will be added to the next Agenda.</p> <p>3. <u>Speeding on Stane Street</u> A resident raised the matter of the continued speeding on Stane Street, and the effect it was having on the lives of the residents on that road. This matter was acknowledged by the Councillors as being a problem, but cannot be solved by the Parish Council or the residents alone, it needs assistance from the Police and other bodies. Matter ongoing.</p>	<p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL/</u> <u>ALL</u></p>
209/19	<p><u>QUESTIONS BY THE PUBLIC</u> None.</p>	
210/10	<p><u>PROPOSED DATES FOR FULL PARISH COUNCIL MEETINGS FOR 2020</u> The dates were agreed. The Parish Clerk will issue a new Notice with the dates including from November 2019 and onwards so a new Notice can be placed on all Parish Council Noticeboards.</p>	<u>LFL</u>
211/19	<p><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 11th NOVEMBER 2019</u> Noted.</p>	<u>LFL</u>
212/19	<p><u>CLOSE MEETING</u> The Chairman closed the meeting at 8.51pm.</p>	

Signed.....

Date.....

Chairman of Meeting



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham

Oak Tree Cottage, Claypit Lane, Westhampnett, Chichester PO18 0NU

Tel: 07960 947773 email: westhampnettclerk@gmail.com

www.westhampnettpc.co.uk

Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 11th November 2019 at the March C of E School, Westhampnett

Present:

Parish Councillors: Cllr J Freeman (Chairman), Cllr C McLeish (Vice-Chairman), Cllr W Holden and Cllr S James

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham, with WSCC Cllr J Hunt and CDC Cllr H Potter in attendance.

26 members of the public also attended.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
213/19	<u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE</u> The Chairman opened the meeting. There were no apologies.	
214/19	<u>DISCLOSURE OF INTERESTS</u> None.	
215/19	<u>PARISH COUNCILLOR VACANCIES:</u> Mrs Sharon Burborough said a few words describing her previous time as a Councillor and explaining she is now in a position to return. Cllr Freeman proposed that she become a Councillor by co-option, this was seconded by Cllr McLeish, and all voted in favour. Having signed the paperwork Cllr Burborough joined the table with the rest of the Councillors, and was welcomed by Cllr Freeman. Cllr Burborough disclosed her interest in Rolls Royce (as place of work but not a direct employee).	<u>LFL</u>
216/19	<u>CONFIRM MINUTES OF THE LAST MEETING held on 14th October 2019</u> Mr Andrew Ball and Cllr Hunt both said they did not give apologies as such. They said they did not attend the meeting as there was no specific Agenda item for them, and the Parish Clerk had indicated that they did not need to attend if they did not wish to do so. After a short discussion Cllr Freeman decided that these Minutes should not be signed, that a suitable amendment would be made, and they would be signed at the next meeting on 9 th December.	<u>LFL</u>
217/19	<u>MATTERS ARISING</u> None.	
218/19	<u>TRAFFIC DISRUPTION AT ROLLS ROYCE SHIFT CHANGE</u> Cllr Freeman introduced Mr Andrew Ball (RR) and said he would explain the situation in regard to the disruption that had been occurring. She said that the Parish Councillors, CDC and WSCC Councillors had been involved and that there had been an improvement but that today it was bad again. She thanked Mr Ball for coming and handed over to him. Mr Ball agreed that the <u>level of congestion</u> is unacceptable, and that Board Level had been involved in finding a solution. The de-coupling of the shift patterns had been one of the biggest changes in the last 10 years. They have made the gap between shifts bigger, and it has been very effective to start with. They had tried very hard to fix the problem, including looking at all the car parks, and every single aspect. Cllr Freeman said the problem today was between 1450 and 1510, and Mr Andrew Blanchard, a resident, said that a lorry had tried to get into Jewsons and he held the traffic up. Mr Ball advised that the Roadworks notice had come to RR at the same time as residents, and he had the Area Highways with him today. There is nothing he can do about the cycle way building and he hopes the de-coupling will sort out the congestion. Mr Bob Keatley, a resident, asked why was it backed up today? Mr Ball said the Managers controlled the flow out, and some came out late today. A brand new parking/green travel person has started (Mustafa) and he said a number of trials are taking place especially in regard to the car parks. Cllr James asked whether going out left, in left is a good idea? This is being trialled. Mr Ball said please bear with RR whilst this is asked as an enormous amount of work has been involved. Mr Andrew Blanchard asked what the shift times are, he was advised 6am -1200 midnight operational with the last shift ending at 11-50pm, including deliveries. However Mr Ball was advised that lorries are going in at 4-30am, he said he would look into that. He added that pickup / drop off is a challenge plus drop off of children, but there are now dedicated drop off places inside the premises, not outside. Stane Street <u>parking</u> is better, however Old Arundel Road and Claypit Lane are still a problem. He has a parking person in hi-viz checking at 5-30am. He explained Claypit Lane carpark cannot be used for shift workers due to the planning conditions. Mrs Ros Craven asked why planning cannot be changed and Mr Ball said RR had been advised not to do that. Some days Claypit Lane has 1 RR staff car only, other days it is lots.	

<p>218/19 Cont.</p>	<p>Mr Ball said he had spoken to the Head Teacher about the <u>parents parking</u> around the car park. He remarked that those coming from the North are not inclined to drive around the loop. A resident said they saw a person parked on double yellow lines, rang the CDC parking enforcement and they got a ticket. If parked on a zigzag line, it is now an automatic fine.</p> <p>RR continue to communicate to their workforce in regard to <u>speeding</u> and will report staff to the Police. Mr Ball said the way forward is via Speedwatch which is an official process, and he has offered resources.</p> <p>In regard to <u>noise</u>, again RR have put General Managers outside RR to stop slamming of car doors and RR continue to promote "Respect our Neighbours".</p> <p>Mr Ball has asked Nigel Carter to chase up the <u>Deliveries signage</u>.</p> <p>Mr Ball advised that <u>new bollards</u> by the School are to be paid for by RR, together with new signage re: School Car Park.</p> <p>Mr Ball confirmed that <u>the Infill Building Works</u> are underway, if any concerns please let him know.</p> <p>Finally, he said that RR was pleased to be providing the Honours Board, Plaque and Tinwood Bubbly for the <u>Community Hall</u>.</p>	
<p>219/19</p>	<p><u>REPORTS FROM EXTERNAL BODIES:</u></p> <p><u>Report given by WSCC Cllr J Hunt:</u></p> <ul style="list-style-type: none"> • The November edition of our Town and Parish News is now out, so hopefully Linda will have circulated this to you all. As this covers issues that I'm sure will be of interest to your residents, I would encourage you to publish this on your website. I did look but I couldn't find any details, so presumably you are not currently uploading it. So is that something you would consider? I now also have a link to the Town and Parish news, which is https://content.govdelivery.com/accounts/UKWSCC/bulletins/2677ce3 This month we have covered such things as: <ul style="list-style-type: none"> • Details of the newly elected Council Leader - Paul Marshall • A reminder to get your flu vaccination • Details of our new 'Improving Local Places and spaces' initiative, which was launched recently at the Sussex Association of Local Councils Autumn conference - which I'm not sure if you attended • It includes links to three of our latest communication campaigns - Age Well in West Sussex - WS Budget 2020/21 and a webpage containing information about Brexit • It also has links to two current consultations, the first on proposed re-organisation of rural and small schools in West Sussex, which relates to the five small schools in the county, and secondly a consultation on a review of our library offer - which is not about closure of any of our 36 libraries. It is more about change of hours, discontinuing the mobile library service etc. • I would like to promote to your residents 'Your Energy Sussex' which is operated by West Sussex County Council. It is supported by councils across Sussex, including East Sussex County Council and a range of local district and borough councils - including CDC. Some of the plus points are: <ul style="list-style-type: none"> • We are generating more and more energy in Sussex. Our solar farm here in Westhampnett and the one in Tangmere are now producing enough electricity to power 4,200 homes. • Your Energy Sussex does not make money for directors or shareholder. The profits are used to help local people who are struggling to pay their energy bills. • The green electricity tariffs are certified as being sourced from UK based wind and solar generators. For every Megawatt hour (MWh) of electricity purchased for our customers, we also purchase a Renewable Energy Guarantee of Origin (REGO) certificate, which proves the electricity is certified as being sourced either directly from the renewable generators or through a green wholesale energy provider. • Full details can be found at www.yourenergysussex.org.uk <p>Two other brief updates:</p> <ul style="list-style-type: none"> • The work on upgrading the footpath on the south side of Stane Street to a combined cycle/footpath had finally begun. Only been in gestation about six years! The good news is that it should, I understand, incorporate the 3 bus shelters requested by the PC. • Secondly, as reported by Andrew, our highways team, the contractor and RR have been liaising to try and minimise any disruption whilst these works are ongoing. If all goes well the work is scheduled to be completed in early February and there will be two week shutdown at Christmas. <p>Mrs Ros Craven, a resident, asked who is legally responsible if there is a collision between her car and a cyclist. Cllr Hunt confirmed that no mirrors are included by Highways. Cllr Hunt confirmed he would ask the question and revert.</p> <p>Mr Andrew Blanchard, a resident, said if there were traffic issues caused by a Statutory Body such as Southern Water who should these be reported to? Cllr Hunt said he will mention this to Highways.</p>	<p><u>LFL</u></p> <p><u>JH</u></p> <p><u>JH</u></p>

<p>219/19 Cont.</p>	<p>Report given by CDC Cllr H Potter: The District Councils Cabinet met last Tuesday the 5th and on the Agenda was a proposal to increase off street parking charges. These charges were last reviewed in 2018 and it was decided to make no change at that time. This current review by the Car Parking Forum is recommending a modest increase of 3% or 20 pence per hour on the hourly rate which still falls below charges in similar Authorities' charging regimes. If the recommendation is approved by Full Council, the new charges will be implemented in April 2020 for a period of two years. Also, there are plans to introduce more EV charging points in our car parks including the Rural sites in Midhurst, Petworth, Selsey and the Bournes. It is also planned to install more EV charging points in the District car parks, particularly in those parks in Midhurst, Petworth, Selsey and the Bournes in order to encourage more use of EV's. The Council will once again introduce the free Park and Ride in the run up to Christmas from the College Car Park.</p> <p>There are currently two by elections being contested, Loxwood in the north east for a District Councillor, and The Bourne Ward for a WSCC Councillor in the west. Both as a result of resignations since the May 2nd elections this year. Success in Loxwood would give control by a majority of 2 to the Conservatives.</p> <p>The provision of the new roundabout to serve the new Lidl Store, which is nearing completion, is well under way so please remember the overnight closures of Westhampnett Road during this work through this coming month.</p> <p>The Chichester Business Improvement District Group will Report to the Overview and Scrutiny Committee on the 19th of this month. This will show the state of our High Streets. The shop vacancy figures for the District at 6.5% for 2018 are marginally better than the rest of the south east, and even better than the UK as a whole where vacancies are at around 10.1%. The footfall of visitors is also showing a small decline, down by 9% compared with 2017, the previous year. The opening of the new Co-Op in East Street will be a boon to residents in the City who have had no food stores for some time which, considering the number of in town dwellings completed over the past 10 to 15 years, will be most welcome.</p> <p>Finally, I look forward to the grand opening of your new Community Hall on the 30th and wish it every success.</p> <p>Cllr Holden asked how many electrical charging points are there to be? Cllr Potter said 6 to 8 in East Pallant, some in North Street, some in Petworth and some in Midhurst. The timescale for implementation is about a year. The CDC Climate Change panel are making a report, which should be ready for the next meeting. Cllr Hunt added that the WSCC Cabinet Meeting on 3rd December will be discussing the Electric Vehicle Charging Strategy across the county.</p> <p>Mr Derek Marlow, a resident, commented that an increase in car parking charges can produce a regressive change to parking. Cllr Potter said that car parks cost a lot to repair. Mrs Ros Craven said an hour wasn't enough to do shopping, 1.5 hours is a good amount of time, and the new car parking meters allowed time against the amount you put in them eg £1 = 50 minutes which is very useful.</p>	
<p>220/19</p>	<p>MEMBERS' REPORTS: None</p>	
<p>221/19</p>	<p>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK, including POSSIBLE POST BOX IN MADGWICK LANE</p> <ol style="list-style-type: none"> 1. Possible Post Box in Madgwick Lane: The Parish Clerk explained the process that has to be undergone to obtain a new box, and until there is a larger footfall in Madgwick Lane area she will not be able to apply for an additional post box. However, this is in pending awaiting the occupation of the Madgwick Park homes. 2. Flooding in Sidengreen Lane / Westerton Lane: The Westerton Lane issues have been dealt with by WSCC Highways, however the Sidengreen Lane aspect of the problem is on-going. Goodwood say it is high ground water levels, but Mrs Jean Hardstaff, a resident, explained that actually 2 openings in the ditch are blocked and need clearing. The Parish Clerk will ask Highways to do more to clear the drain under the road, and ask Goodwood to work on the ditch. Perhaps it needs a rethink and greater work -- possibly funded by Operation Watershed? 3. RR – Westerton Plantation cutback The Parish Clerk chased RR again but still no proper action; to be further chased. 4. RR—Plantation gate post The rotten gate post has now been replaced. 5. RR- Westerton Path Brambles on north side The Parish Clerk to email Goodwood about this section 6. FP417- Maudlin to Westerton The Parish Clerk to email Goodwood about the hedge, brambles etc overgrowing the FP. 7. Flashing 30 sign on Stane Street This has been reported to Highways, but it is within the Cycle Lane project so may need to be dealt with when they reach there as the verge is to be dug up by the sign. <p>Cllr Hunt and Mr Andrew Ball left the meeting at 8.01pm.</p>	<p><u>LFL</u></p> <p><u>LFL</u> <u>LFL</u></p> <p><u>LFL</u> <u>LFL</u></p> <p><u>LFL</u></p>
<p>222/19</p>	<p>PLANNING MATTERS:</p> <p>The Parish Clerk gave a Planning Update since the last Parish Council Meeting on 14th October 2019</p> <p><u>No new Planning Applications since week 40 2/10/19.</u></p> <p>Update: WH/19/01278/DOM - Case Officer: William Price Mr Paul Calvesbert Hadley House Claypit Lane Westhampnett PO18 0NU Construction of a 2 storey extension to West elevation, a single storey extension to the East elevation, an enlarged entrance hall to North elevation, changes to fenestration and associated internal works. Demolition of existing detached garage and realignment of drive. Reconfigured entrance with 2.2 metre high wall and gates. O.S. Grid Ref. 488191/106301 To view the application use the following link; https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PRA0TZERKRC00</p>	

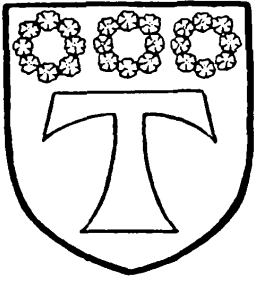
<p>222/19 Cont.</p>	<p>Following the comments lodged by the Parish Council with CDC, Mr Calvesbert asked for a meeting with the Councillors. This took place on site on 01/11/19, and the details of the application were discussed in full. The Parish Council made some suggestions, and Mr Calvesbert advised he would consider these, and discuss with his Architect. He said he would provide the PC with any amendments, and so far no revised proposed plans have been lodged with CDC, or received by the PC, however it is only a few days ago.</p> <p><u>WH/19/02346/REM</u> - Case Officer: Rhiannon Jones Miss Rachel Ballam Land North Of Stane Street Madgwick Lane Westhampnett West Sussex Approval of reserved matters is sought in respect of landscaping only on Outline permission 15/03524/OUTEIA. O.S. Grid Ref. 487830/106239 To view the application use the following link; https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PXO8LNERHRA00</p> <p>The Parish Council have yet to review this, especially the aspects relating to the Allotments.</p> <p><u>Decision:</u> SDNPA (Called In Applications) Team: SDNPA Western Area Team Parish: Westhampnett Parish Council Ward: Lavant Ward Case No: <u>SDNP/19/02256/FUL & SDNP/19/02257/LIS</u> Type: Full Application Date Valid: 3 June 2019 Decision due: 2 September 2019 Case Officer: Richard Ferguson Applicant: The Goodwood Estate Company Limited Proposal: Refurbishment and extension of the Goodwood Hotel and ancillary leisure buildings within newly landscaped grounds, with revised car parking and access arrangements. Location: The Goodwood Hotel , Hat Hill Road, Goodwood, Chichester, PO18 0QB Grid Ref: 489227 108345</p> <p>This was permitted with S106 on 11/10/2019, and some Conditions</p>	
<p>223/19</p>	<p><u>COMMUNITY HALL</u></p> <p><u>Updates were received in regard to:</u></p> <ol style="list-style-type: none"> <u>Build /Completion, including report:</u> Cllr Freeman advised that Mr Bill Harding had asked his brother to write an H&S / Risk Assessment based report on the new Hall. Since that report Cllr Freeman and the Parish Clerk have put in place some of the recommendations, with the main items being: The bifold door will no longer be signed as an Emergency Exit. There are 3 other exits, so not needed; the disabled access button for the toilet will be relocated further away from the door; Front and Back entrance doors to have door bells fitted so people can ask for assistance to enter the building; the ramp / wall to have railings. <u>Finances of the Build & Fitting Out Equipment:</u> The Parish Clerk advised that no further build payments were made, and equipment was being purchased as quickly as possible in time for the Opening. <u>Management Committee:</u> Cllr Freeman advised that the Management Committee now comprised herself as Chairman, Cllr Holden, Mr Richard Skillern, Mrs Vikki Hibbert and Mr Martin Woolf. <u>Policies and Procedures:</u> Cllr Freeman advised that the Fire Risk Assessment would be carried out by an outside firm w/c 25th November. The Fire Evacuation Plan to be amended for the new phone number. <u>Bookings and Website:</u> Sara Watkins has created the new Hall website, and Vikki Hibbert has set up Facebook. The new Vodafone mobile is working and being used for Bookings, with regular bookings now coming in. So far from St Peters Church, Flower Arranging, Flute & Choir, WI, Chichester Quilters, Quiz, Children's Parties and the General Election. Cllr Holden is looking at Broadband suppliers at present, and will send a list to all Councillors. <u>Finances – Income & signatories:</u> Cllr Freeman confirmed that herself, Mrs Hibbert and the Parish Clerk are all signatories on the Lloyds Bank account, and that they are building up a fund in order to run the Hall next year. Bookings are building up, and marketing leaflets are being made. <u>Opening Ceremony / Christmas Event 30th November:</u> Cllr Freeman advised that there is an organising Team being led by Cllr McLeish, and the paper and electronic invitations had gone out with a 2pm start for the activities etc, then the Duchess will Open the Hall and switch on the Tree Lights, then the Tree Lights will be switched on at Westerton. She asked for volunteers to assist with cleaning the Hall on Tuesday 19th November in the afternoon. <u>Any other Items:</u> The Councillors assessed the size and wording on the plaque and it was suggested that the plaque should be larger. The Parish Clerk to follow up with the supplier. 	<p><u>LFL</u></p>
<p>224/19</p>	<p><u>FOOTPATH BETWEEN MADGWICK PARK AND THE CHURCH:</u></p> <p>The Parish Clerk advised that she had contacted Mr Brad Slingo, of BDW Homes, by email on November 8th in regard to this matter. She had subsequently phoned him to discuss. He had not done any work on this request prior to this contact, however he then sent an email reply just before this PC meeting to say that although there are potential problems, there may be a solution and offered to have a meeting, and suggested some dates. It was agreed that a meeting should be in the evening if at all possible which could be held in the Community Hall. The Parish Clerk to set up asap between BDW, the Church and the PC.</p>	<p><u>LFL</u></p>

225/19	ALLOTMENTS: During the email and phone call as above, the Parish Clerk asked if the PC could have a meeting in regard to the Planning Application in Wk 40 - WH/19/02346/REM. This is Landscaping of the site, including the Allotments. The Parish Clerk was advised by Mr Slingo that CDC had found mistakes in the drafting of the allotment area, and they had been asked to resubmit using the correct drawings. He provided a link to the correct drawings, and offered some meeting dates in regard to the details of the allotments. It was agreed that a meeting should be in the evening if at all possible which could be held in the Community Hall. The Parish Clerk to set up asap between BDW and the PC.	<u>LFL</u>
226/19	<u>TO DISCUSS THE CLOSURE OF COMMUNITY WEBSITE AND MIGRATE SUBSCRIBERS TO HALL/PC WEBSITES?</u> The Councillors discussed the website Westhampnett.org, and agreed to look at the content to decide what elements of it should be moved to where on the Hall and PC websites. This matter should be decided at the next PC meeting on 9 th December.	<u>ALL</u>
227/19	<u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u> None.	
228/19	<u>PARISH FINANCIAL MATTERS</u> 1. Noted that <u>NHB Bonus 45/19</u> at £18,201.22 has been received on 22 nd October 2019. 2. Noted that there is the forthcoming receipt of <u>additional CIL monies</u> at £16,035.27. 3. <u>To approve the accounts up to 31st October 2019.</u> The Community Hall Account spreadsheet had been previously circulated to the Councillors. The Hall has so far cost £635k, and there are sufficient funds to complete the Build. The Current Account payments and receipts spreadsheet had also been previously circulated to the Councillors. The Barclays Bank account and NS&I account both balance to the income and expenditure so far this year. The approval of the accounts was proposed by Cllr McLeish, seconded by Cllr James, and signed by Cllr Freeman. 4. Noted that the <u>External Audit</u> report has been received, all OK. 5. The <u>signatories on the Barclays Bank Account</u> were reviewed and it was suggested that WPH & HH be removed, JF, SB and WH be added, and CMcL, SJ and LFL be kept. This was proposed by Cllr Freeman, seconded by Cllr McLeish and the Parish Clerk now to action. 6. It was suggested that Cllr Burborough be reinstate as a member of <u>the Finance Sub-Committee</u> as at the AGM. This was agreed, and an evening budget meeting is to be arranged with Cllr McLeish, Cllr Burborough, Cllr Freeman & Mrs Linda Lanham, Parish Clerk/RFO in attendance to begin the review process for the Budget for next year.	<u>LFL</u> <u>LFL</u>
229/19	<u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS</u> None.	
230/19	<u>DEALING WITH LOCAL ISSUES</u> None.	
231/19	<u>QUESTIONS BY THE PUBLIC</u> 1. A resident reported that after the recent storms Dairy Lane had some debris over the road, and the edges of the road are becoming overgrown. It was confirmed that WSCC are responsible for the road. Cllr Burborough will take some photos and the Parish Clerk will see if a road sweeper can be sent down Dairy Lane to tidy it up. 2. Mr Bob Holman asked if at the budget meeting the possibility of a ride on mower could be assessed for the Volunteers to use and possibly cut the Village Green. The present mower is going well, and could do one more season. If no ride on mower then another ordinary mower will be needed. He will do a budget for the Volunteers expenditure. 3. Mrs Maggie Walsh asked if the request for White Gates for the village entrances could be put on the next Agenda. Agreed. 4. Mrs Helen Somerset-How asked if the Community Hall Committee / Parish Council had considered having a sinking fund for the future needs of the Hall. Cllr Freeman said the income was being accumulated for the first year, whilst the costs were being paid for by the Parish Council. After that it will be decided how to proceed.	<u>SB /</u> <u>LFL</u> <u>BH /</u> <u>LFL</u> <u>LFL</u>
232/19	<u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 9TH DECEMBER 2019 AT THE COMMUNITY HALL</u> Noted.	
233/19	<u>CLOSE MEETING</u> The Chairman closed the meeting at 9.01pm.	

Signed.....

Date.....

Chairman of Meeting



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham
Oak Tree Cottage, Claypit Lane, Westhampnett, Chichester PO18 0NU

Tel: 01243 536859 email: westhampnettclerk@gmail.com
www.westhampnettpc.co.uk

Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 9th December 2019 at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP

Present:

Parish Councillors: Cllr C McLeish (Vice-Chairman, and Chairman for this meeting), Cllr S Burborough, Cllr W Holden and Cllr S James.

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham, with WSCC Cllr J Hunt in attendance.

20 members of the public also attended.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
234/19	<u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE</u> As Cllr Freeman (Chairman) had sent apologies as she was unable to attend the meeting, Cllr McLeish (Vice-Chairman) stood in as Chairman and opened the meeting.	
235/19	<u>DISCLOSURE OF INTERESTS</u> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).	
236/19	<u>CONFIRM MINUTES OF THE LAST 2 MEETINGS held on 14th October 2019 and 11th November 2019</u> Following Mr Andrew Ball and Cllr Hunt comments at the PC meeting held on 11 th November, the Minutes for 14 th October, were amended. Cllr Holden proposed that they were approved by the Councillors, and Cllr Burborough seconded. The Minutes for the PC held on 11 th November were accepted and Cllr McLeish proposed they be approved, and Cllr Burborough seconded. Both sets of Minutes were then signed by the Chairman.	
237/19	<u>MATTERS ARISING:</u> To deal with any matters arising from the Minutes of the last 2 meetings. None.	
238/19	<u>TRAFFIC DISRUPTION AT ROLLS ROYCE SHIFT CHANGE</u> Mr Ball sent his apologies as he was unable to attend this meeting. He submitted this report which was read out by Cllr McLeish. 1. <u>Planning applications</u> • No new applications. 2. Congestion • Trial measures continue. • Extension of the gap between shifts is having positive impact. • Other trial measures to follow – this is an ongoing process. • WSCC Cycle Path Roadworks a challenge. 3. Parking • Very limited employee on-street parking on local roads maintained. • Regular security presence on local streets – an ongoing process. • Disciplinary process operational. • Very few complaints. 4. Signage to direct delivery vehicles • In discussion with WSCC. 5. 'Rolls-Royce Works' signage opposite Everymans Garage • WSCC has agreed to move the sign that currently directs lorries into Everymans forecourt! 6. Village Hall opening event • Delighted to be involved – a wonderful occasion. • Booking details have been promoted internally to staff. <i>On behalf of Rolls-Royce Motor cars, very best wishes for the festive season!</i>	

<p>238/19 Cont.</p>	<p>Mr Bob Keatley, a resident, said that at 5.30am – 6.00am today the maximum queue was about 6 vehicles, however between 2.30pm – 3.00pm the queue was right back to the traffic lights.</p> <p>Mrs Ros Craven, a resident, said cars were passing Stane Street later than before, now 11.50pm to 12.10am.</p> <p>Mr Andrew Blanchard, a resident, said that Mr Andrew Ball says no-one complained, but when he does complain nothing is done. RR employees parking opposite his drive ignore requests not to do so.</p> <p>The Parish Clerk was asked to draft a reply to Andrew Ball.</p>	<p>LFL</p>
<p>239/19</p>	<p>REPORTS FROM EXTERNAL BODIES: Report given by WSCC Cllr J Hunt: <i>First of all many apologies for missing the Hall Opening. I'm afraid that I was unavoidably detained down at my daughters in Bath and it was gone 5pm by the time I got home. I hope it went well and from the article in the Observer everyone seemed to be having a good time.</i></p> <p><i>The December edition of our Town and Parish News came out last week, so I'm sure you have all had a chance to look at that.</i></p> <p><i>Just a couple of points I would like to highlight:</i></p> <ul style="list-style-type: none"> • <i>Just a reminder that from 1st December only WEST SUSSEX residents will be able to use our 11 household recycling sites, so you will need to take a form of ID with you that also shows your address, such as your driving licence. This is expected to save our taxpayers around £250,000 per year. 1 in 10 who use our sites come from outside the county, especial to those sites close to the County border. He also advised that the redevelopment of the Tip site was on schedule for Spring 2020.</i> • <i>With the colder weather we had last week giving us a taste of winter we are asking everyone to keep an eye out for more vulnerable residents in our communities. We will soon be launching our 'Get ready for Winter' page on our website. The shortcut address will be www.westsussex.gov.uk/winter</i> • <i>There are lots of other updates, so I would encourage you to load it on your website so that everyone can take a look - remember it is called 'Town and Parish News'.</i> <p><i>I have had to send apologies for the Travellers Site Liaison Group meeting tomorrow afternoon, as unfortunately I have a previous engagement which I can't get out of.</i></p> <p>Cllr Burborough advised that she would be attending the Transit Site Meeting on 10th December.</p> <p><i>Chairman, would you like me to cover a few key points from the recent Airfield Liaison Committee meeting, or are you happy to cover that?</i></p> <ul style="list-style-type: none"> • <i>Runway lighting to be installed on the main runway in next 6 months. Possibly re-introduce some night training in 2020/21</i> • <i>Phase 3 of the runway improvements is expected to start late Feb/early March on runway 06/24 - 172 metres at the N'eastern end to be redone. This will also close runway 012/28. Expected to be out of action approx 18 months.</i> • <i>Looking at an electric plane in Croatia - might have one on a trial basis at the club next year</i> • <i>Doing a lot of youth engagement - bringing schools to visit the airfield and show what goes on, particularly around the technical and engineering aspects of the operation/engineering evenings for your people. They will also be arranging a STEM event (Science, technology, electronics and Mechanics)</i> • <i>Nothing very much to report on complaints - just the usual level - and a majority from a very small number of people.</i> • <i>Airfield Open Day on Saturday 23rd May</i> <p><i>That's all from me, apart from wishing you all a very Happy Christmas and a healthy NewYear.</i></p> <p>The Parish Clerk asked Cllr Hunt about the report that WSCC were vastly reducing <u>the winter gritting</u> of the roads, which would be a big problem locally. Cllr Hunt advised that due to public pressure this decision may well be reversed. He said to look out for further information, even if the decision is only reversed for this year. (NB: A few days later it was announced that this was reversed).</p> <p>Mrs Maggie Walsh, a resident, asked what could be done about the very <u>dirty road signs</u>. Cllr Hunt said that WSCC are responsible, take a photo and report on Love West Sussex. He added that WSCC did support communities that wanted to clean their own signs.</p> <p>Mrs Ros Craven, a resident, had previously asked about cars exiting onto the <u>Cycle Lane</u> and who is responsible if a bike hits a car/ car hits a bike? She is concerned this could easily happen as the visibility is going to be poor. Cllr Hunt said he is waiting for an answer from his legal team on this question, as it affects a number of properties along Stane Street. Mrs Linda Campbell, a resident, said she had thought the Cycle Lane was going to be marked in half, Cllr Hunt said that did used to be the case but not now. He said he will ask more questions.</p> <p>Cllr Burborough advised the flashing 30 mph sign is still not working, and was advised it is part of the Cycle Project.</p>	<p>LFL</p> <p>JH</p> <p>JH</p>

239/19 Cont.	<p>Mr Bob Keatley, a resident, asked about the <u>Parking Permit Scheme</u>. Cllr Hunt said it was due to be discussed at the CLC South meeting in November, but was not. He understands there is to be a further public consultation in late January/February.</p> <p>Cllr Hunt asked the Parish Clerk if, when apologies are given by the WSCC or CDC Cllr could it be noted in their section? The Parish Clerk agreed.</p> <p><u>There was no Report submitted by CDC Cllr H Potter this time.</u></p>	<p><u>JH</u></p> <p><u>LFL</u></p>
240/19	<p><u>MEMBERS' REPORTS:</u> None</p>	
241/19	<p><u>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</u></p> <ol style="list-style-type: none"> <u>Flooding in Sidengreen Lane / Westerton Lane:</u> The ditch on Sidengreen Lane has been done, however still not fully resolved, and await replies from Goodwood. <u>RR - Sidengreen Lane - Westerton path</u> The Parish Clerk has been advised that the path is very difficult to pass over as the Southern Water contractors have churned it up badly. She was advised that some stones have been put down but still not good, and Parish Clerk asked to arrange a meeting with Contractors as they should maintain access across the FP at the end of each day. 	<p><u>LFL</u></p> <p><u>LFL</u></p>
242/19	<p><u>Planning Update since the last Parish Council Meeting on 11th November 2019</u></p> <p>No new Planning Applications in the period week 46 13/11/19 to week 49 04/12/19.</p> <p><u>Update: WH/19/01278/DOM - Case Officer: William Price</u> Mr Paul Calvesbert Hadley House Claypit Lane Westhampnett PO18 0NU Construction of a 2 storey extension to West elevation, a single storey extension to the East elevation, an enlarged entrance hall to North elevation, changes to fenestration and associated internal works. Demolition of existing detached garage and realignment of drive. Reconfigured entrance with 2.2 metre high wall and gates. O.S. Grid Ref. 488191/106301 To view the application use the following link; https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PRA0TZERKRC00</p> <p>No revised proposed plans have been lodged with CDC, or received by the PC as yet.</p> <p><u>WH/19/02346/REM - Case Officer: Rhiannon Jones</u> Miss Rachel Ballam Land North Of Stane Street Madgwick Lane Westhampnett West Sussex Approval of reserved matters is sought in respect of landscaping only on Outline permission 15/03524/OUTEIA. O.S. Grid Ref. 487830/106239 To view the application use the following link; https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PXO8LNERHRA00</p> <p>The Parish Council have yet to review this application in detail. It was previously agreed that a meeting should be arranged between the BDW and the PC, to be set up by the Parish Clerk asap.</p> <p><u>Decision:</u> None</p> <p><u>Appeal:</u> <u>WH/18/02003/FUL</u> - Case Officer: Daniel Power Mr & Mrs Ubsdell Greytiles Claypit Lane Westhampnett PO18 0NU Demolition of existing garage, construction of additional dwelling and associated works, subdividing plot. O.S. Grid Ref. 488291/106337 To view the application use the following link; https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PD1250ERI4Q00</p> <p>Refused on 07/03/2019, due to siting, height, size, bulk, mass, and scale, and inappropriate development of residential gardens</p> <p>Appealed 17/07/19, dealt with by Written Representation. <u>Dismissed 29/11/19.</u></p> <p>Cllr Hunt then left the meeting at 7-46pm.</p>	

243/19	<p>COMMUNITY HALL: Updates were received in regard to:</p> <ol style="list-style-type: none"> Build /Completion: The Parish Clerk advised that there is some minor snagging left to deal with and that the Fire Risk Assessment had been carried out. A few small points needed attention, most already done. The matter of the ramp / wall to have railings will be followed up during December. Finances of the Build & Fitting Out Equipment: The Parish Clerk advised that no further build payments were made, and equipment needed by the Opening Date had been purchased. More items are to be purchased from the list agreed as soon as possible. Management Committee: Nothing to report. Policies and Procedures: Nothing to report. Bookings and Website: Cllr Holden reported he is updating the Hall website and doing blogs twice a week to start with. Bookings are in for almost every weekday in January and February, and on some weekends, only about 8 days with nothing on. The Hall is being advertised on 3rd Party sites, including CDC site. Bookings take a lot of time and it was remarked that eventually there needs to be a Manager. A keysafe is needed. Finances – Income & signatories: Nothing to report. Review of Opening Ceremony / Christmas Event: Cllr McLeish thanked the Team of Bob Keatley, Maggie Walsh, Gemma Young, Ros Craven, and all the Tree Team for all their hard work in making it a successful event. Out of a budget of £1,200 approximately £875 has been spent, may be more of any damage to repair when the Trees come down. Hall Cleaning & any other Items: Vikki Hibbert has kindly agreed to clean the Hall on a regular basis, for which she will be paid. 	<p><u>LFL</u> <u>/JLH</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p>
244/19	<p>VISIBLE “ENTRANCE” TO EACH PART OF THE PARISH – PERHAPS MARKED BY WHITE GATES ON THE VERGE? As no further progress had been made this will now be looked at by Cllr McLeish. Any details obtained so far to be sent to her.</p>	<p><u>LFL/</u> <u>ALL</u></p>
245/19	<p>FOOTPATH BETWEEN MADGWICK PARK AND THE CHURCH: The Parish Clerk apologised that she had not been able to do any more on this project, and still needs to set up a meeting between BDW, the Church and the PC.</p>	<p><u>LFL</u></p>
246/19	<p>ALLOTMENTS: The Parish Clerk apologised that she had not been able to do any more on this project, and still needs to set up a meeting between BDW and the PC.</p>	<p><u>LFL</u></p>
247/19	<p>TO FURTHER DISCUSS FUTURE USE OF COMMUNITY WEBSITE Cllr Holden suggested there should only be the PC and Hall websites with no further need for the Community website Westhampnett.org. whilst Cllr Burborough suggested that the Hall should be part of the Community website. After a discussion a final plan is to migrate all Community website content, split between the PC and the Hall websites, and then close the Community website. There would be a link from the PC to the Hall website and vice versa. This was proposed by Cllr McLeish and seconded by Cllr Holden.</p>	<p><u>WH</u></p>
248/19	<p>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</p> <ol style="list-style-type: none"> Cllr Burborough asked for it to be noted that there would be a report after the Transit Site Meeting on 10th December. Cllr McLeish asked it to be noted that there is a desire to assess the electrical connections ready for next Christmas & potentially a potted / growing Christmas Tree? 	<p><u>LFL</u></p>
249/19	<p>PARISH FINANCIAL MATTERS:</p> <ol style="list-style-type: none"> Noted that <u>additional CIL monies</u> had been received at £16,035.27 on 19th November. The use of the CIL monies to be discussed at the Budget meeting, see item 4. <u>To approve the accounts up to 30th November 2019.</u> The Community Hall Account spreadsheet had been previously circulated to the Councillors. The Hall has so far cost £635k, and there are sufficient funds to complete the Build. The Current Account payments and receipts spreadsheet had also been previously circulated to the Councillors. The Barclays Bank account and NS&I account both balance to the income and expenditure so far this year. The approval of the accounts was proposed by Cllr McLeish, seconded by Cllr James, and signed by Cllr Freeman. <u>The signatories on NS&I Account</u> were reviewed and it was suggested that WPH & JLH be removed, JF and SB be added, and CMcL and LFL be kept. This was proposed by Cllr McLeish, seconded by Cllr Burborough and the Parish Clerk now to action. <u>The Finance Sub-Committee Budget meeting</u> for the precept is to be held on 11th December. Suggested additional items of new expenditure / events are Operation Bridge (the death of a significant Royal person) and VE Day Celebrations on 8th May. 	<p><u>LFL</u></p>
250/19	<p>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS: None.</p>	
251/19	<p>DEALING WITH LOCAL ISSUES Mrs Ros Craven, a resident, raised the suggestion of a Mothers and Toddlers at the Hall. This could be feasible, however there is no storage for toys etc at present. Suggestion to be kept for future thought.</p>	
252/19	<p>QUESTIONS BY THE PUBLIC None.</p>	
253/19	<p>DATE OF NEXT FULL PARISH COUNCIL MEETING: 20th JANUARY 2020 AT WESTHAMPNETT COMMUNITY HALL Noted.</p>	
254/19	<p>CLOSE MEETING The Chairman closed the meeting at 8.28pm.</p>	

Signed.....
Chairman of Meeting

Date.....