



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: **Beccy Anderson**
Westhampnett Community Hall
Hadrian Drive
Westhampnett
PO18 0FP

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

Minutes of the Westhampnett Full Parish Council Meeting held at 7pm on Monday 10th November 2025 at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP

Present:

Parish Councillors: Cllr W Holden (Chair), Cllr D Plummer (Vice Chair), Cllr Neil Jackson, Cllr S Burborough, Cllr Stephen James & Cllr J O'Meara

The meeting was Clerked by Beccy Anderson, Parish Clerk
7 members of the public attended & Cllr Jermey Hunt & Cllr Henry Potter

Minute No.	Item
1	OPEN MEETING & TAKE APOLOGIES FOR ABSENCE Cllr Holden opened meeting at 7pm. Apologies from Cllr C McLeish, Cllr N Jackson & Cllr N Harris
2	DISCLOSURE OF INTERESTS Cllr S Burborough – as an employee of Rolls Royce Cllr D Plummer - noted a social connection to an employee (Joe Shopland) of NJS
3	PUBLIC QUESTION TIME <ul style="list-style-type: none">No public questions
4	REPORTS FROM EXTERNAL BODIES: Rolls Royce Report from Sue Nel - Report attached below Cllr Henry Potter (HP) – Report attached below. Comments on item 15 below Cllr Jeremy Hunt (JH) Cllr JH reported in person regarding the blocked drains on Stane Street, stating WSCC Highways had informed him the drains/gulleys had been cleaned in 1 st August 2025. Cllr DP stated he had taken photos 3rd September 2025 showing the drains still blocked. ACTION – The Clerk to forward photos to Cllr Hunt to take further with WSCC Highways
5	CONFIRM MINUTES Councillors confirmed and approved (i)Parish Council meeting of 13 th October 2025 – proposed by JoM seconded by WH
6	CHAIR'S ANNOUNCEMENTS <ul style="list-style-type: none">Councillors noted the Clerk's December 2025 leave between 10th and 23rd December 2025 - last working day Friday 5th December 2025. The Clerk was asked to enquire as to Locum services to cover her leave.Councillors noted the resignation of Cllr Windsor Holden as at the end of this meeting and was thanked by councillors for his service to the Parish Council ACTION – The Clerk to find Locum cover for her leave
7	ELECTION OF CHAIR OF WESTHAMPNETT PARISH COUNCIL Councillors approved to postpone the election of the Chair of the Parish Council until the next meeting (January 2026) with the Vice Chair acting as Chair until the election.
8	PLANNING Application: WH/25/01662/OUT Address: Land At Maudlin Farm, Dairy Lane, Maudlin, Westhampnett, Chichester, West Sussex, PO18 - Large Scale Maj Dev – Dwellings

	<p>Outline planning application (with all matters reserved except for access) for the construction of up to 265 no. residential dwellings (including affordable housing and self/custom build plots), specialist accommodation for older persons, a new vehicular access from Old Arundel Road, open space, play areas and associated infrastructure.</p> <p>Councillors noted:- (i)The Hydrologist report commissioned by the PC had been submitted to CDC. Cllr W Holden added the report was very thorough and stated the Developer's Flood Risk Assessment was inadequate with a recommendation to CDC that the Flood Risk Assessment should not be considered by the CDC Planning Committee.</p> <p>Councillors also noted:- WH/25/02316/PLD Rolls Royce Motors Councillors noted agreement to comments sent from Cllr CM WH/25/02131/FUL Land To The Rear Of Ash Keys 25 Stane Street Westhampnett Chichester – no response to be submitted</p> <p>ACTION – The Clerk to submit response for WH/25/02316/PLD.</p>
9	<p>PAYMENT APPROVAL Councillors approved:- November online payments (to be authorised online by Cllr SJ)</p>
10	<p>BANK RECONCILIATION Councillors approved:- All Bank Accounts October 2025 (signed by Cllr DP)</p>
11	<p>FINANCE - 25/26 BUDGET REPORT & 26/27 BUDGET (i)Councillors noted the 2025/2026 Qtr 2 Budget Monitoring Report, noting to review Qtr 3 in January 2026 (ii)Councillors approved the 2026/2027 Budget. (iii)Councillors approved the Precept request for 2026/2027 £74,482.70 (set the same as 25/26)</p> <p>ACTION – The Clerk to email CDC with Precept request</p>
12	<p>MADGWICK PARK ALLOTMENTS (i)Councillors were updated regarding the status of the land transfer. The PC had carried out the final checks of the land, plots sheds etc on Friday 31st October 2025 and signed all handover documentation. The solicitor has subsequently identified an issue with the title of the land and to be transferred (after running final checks) Handover of the plots to tenants is postponed until this is rectified with BDW's solicitors.</p> <p>ACTION – The Clerk to chase solicitors to expedite this as quickly as possible.</p>
13	<p>COMMUNITY HALL (i) Hall Manger report - see below (ii)Community Hall Development – Cllr DP updated councillors the PC was waiting for amended Scope of Works from NJS. Once received the objective is to go to Tender before the Clerk's annual leave (5th December 2025)</p> <p>ACTION – the Clerk to thank RR for the covering the cost of the Christmas Trees & send invoice</p>
14	<p>SPEED INDICATOR DEVICES (SIDs) (i)Councillors noted the three SIDs were working OK, but the SID at the top of Madgwick Lane had stopped working. The Clerk had emailed the installers requesting they visit the SID without incurring a further charge and was waiting for a response. (ii)Data collection. Councillors noted they had received a month's data from the SID at Maudlin which was interesting. Councillors agreed to review data from all 4 SIDs after 3 months; reviewing at the January 2026 meeting.</p>
15	<p>REQUEST FOR LITTERBINS IN WESTHAMPNETT (i)Councillors were updated regarding the request for more litterbins in the Parish (following most recent CLF meeting with Rolls Royce Motors) which had been refused by CDC. Cllr O'Meara stated councillors were not happy with this decision and Cllr HP stated he would take this up with CDC.</p> <p>ACTION Cllr HP to contact CDC to challenge decision</p>
16	<p>STREET NAMING CONSULTATION Councillors discussed the request from CDC for street naming suggestions for new development on land at Old Place Farm, north of Madgwick Lane, Westhampnett and agreed to put forward the suggestions from Cllr SB to name the streets after aeroplanes that flew out of RAF Westhampnett</p> <p>ACTION The Clerk to forward the naming suggestions to CDC.</p>
17	<p>CLAYPIT LANE Councillors discussed the need for a TRO on Claypit Lane to restrict traffic on Goodwood event days.</p>

	ACTION Cllr SB will detail a proposal to be approved by councillors to submit to WSCC
18	ITEMS FOR NOTING OR REFERRAL TO A FUTURE MEETING Cllr S James raised an issue of anti-social behaviour at The Grange; Councillors also noted the vandalism that has occurred at St Peters Church (comments from MOP) ACTION The Clerk to establish local Police contact and pass on details of report from Cllr James
19	DATE OF NEXT FULL PARISH COUNCIL MEETING: Monday 12 th January 2026, 7pm
20	CLOSE MEETING The Chair closed the meeting at 08.18pm.

Signed

Date

ITEM 4 Cllr ROLLS ROYCE REPORT NOVEMBER 2025

Westhampnett Parish Council ('WPC') 08/11/2025 v1

Operations

- **Status.** Normal operations.
- **Traffic Congestion on Stane Street.** We are continuing to monitor traffic flows on Stane Street and seek further improvements where possible. The topic is also discussed at each Community Liaison Forum (CLF).

Planning applications

25/02316/PLD - Construction of additional and replacement hard surfacing.

Note: WPC advised of application on 12/09, including the following extract:

The new hard surfacing will be utilised for the testing of new vehicles on various surfaces to ensure production quality. This will replace the running of vehicles on the public highway and will therefore result in a betterment to the local area.

The application is currently 'pending consideration'.

Extension

- The tree and bush planting are continuing at a pace now Autumn has arrived.
- Wooden cladding on the building can be seen from FTP417 on the Northern corner and shows that the building blends into the planted areas.
- The works are on schedule.

Community Liaison Officer Notes

- The monthly Community Liaison Forum (CLF) continues to be very useful. The last meeting was held on 23 October 25 at the Home of Rolls-Royce, attended by Jamie O'Meara and David Plummer.
- We are pleased advise that the second edition of our newsletter is being produced, for distribution before the end of the year.

Recent News – Selection of Headlines

[ROLLS-ROYCE MOTOR CARS PRESENTS THE PHANTOM CENTENARY PRIVATE COLLECTION: A DEFINING STATEMENT, 100 YEARS IN THE MAKING](#)

[ROLLS-ROYCE SPECTRE BAILEY: A JOYFUL TRIBUTE TO A BELOVED DOG](#)

[STORIES BENEATH THE SURFACE: ROLLS-ROYCE REVEALS THE MOST INTRICATE WOODWORK IN ITS HISTORY](#)

[PHANTOM AT 100: ROLLS-ROYCE REFLECTS ON PLACES AND MOMENTS THAT SHAPED PHANTOM'S FIRST CENTURY](#)

[ROLLS-ROYCE PRESENTS CULLINAN COSMOS: A ONE-OF ONE COMMISSION THAT CELEBRATES THE DRAMA OF SPACE](#)

[ROLLS-ROYCE SPECTRE INSPIRED BY PRIMAVERA: A SPRINGTIME VISION TO CARRY INTO THE YEAR AHEAD](#)

[ROLLS-ROYCE CELEBRATES 100 YEARS OF PHANTOM AT GOODWOOD REVIVAL 2025](#)

ROLLS-ROYCE PRESENTS CULLINAN COSMOS: A ONE-OF ONE COMMISSION THAT CELEBRATES THE DRAMA OF SPACE

To read the press releases:

www.press.rolls-roycemotorcars.com

ITEM 4 CILr HENRY POTTER PARISH UPDATE NOVEMBER 2025

Westhampnett PC Meeting 10/11/2025

Henry Potter, District Councillors Report

I have little to report regarding the progress of the Local Government Reform other than at a recent meeting of the CDC Joint Employee Consultative Panel which I sit on, we learnt a little more of the intricacies of this proposed LGR. Examples are, harmonisation of Council taxes across a new combined authority (if CDC's preferred option is accepted by the SoS) Adur council taxes are highest, CDC lowest. Pay scales for staff and manual employees' unification, office staff, park ground keepers, refuse collectors etc. will the operating areas need to be reassessed, staff relocation and possible redundancies are of concern, where will the new authority 'Hub' be located, EPH or County Hall too far west, would Littlehampton in Arun be more appropriate, and the integration of all 4 IT systems. This is likely to be the most disturbing and costly area not yet considered. None of this can be addressed until the 'decision' day next spring but no date is yet known! The only thing that we do know is that elections for a new Mayor for the whole of Sussex will take place in May 2026.

Important decisions made by Cabinet on Tuesday 4th are to release £1.8 million from the CIL Fund to expand Primary School facilities at Portfield Primary Academy and a further £1.1 million to provide a second storey to Southbourne GP Surgery.

Also, The Great Sussex Way, a platform set up by CDC and partners to promote Tourism in the west of the County is to benefit from a grant of £130,000 per annum for the next four years. Tourism is a significantly important area; it supports 74,000 jobs in the District and has a £5 BILLION impact on the local economies which is welcome.

Again from the CIL Fund, it is recommended to the Council to release £103,000 to Sussex Police to install twelve ANPR Cameras at various locations around Chichester. I see this as a step closer to preventing crime using a motor vehicle, at least they will avoid these areas, or! we may see a rise in number plate thefts!

The Planning Committee Agenda for the 5th November promised to be a long one with 9 applications for consideration. Significant sites are at North Mundham for 92 homes, at Kirdford for 50 new homes, 40% are to be affordable instead of the customary 30% (I can only think this may be more attractive to our planners) and in Loxwood permission is sought to demolish 1 bungalow and garage and build 19 new dwellings. These last two are taking advantage of the recent lifting of the Water Neutrality legislation which was introduced a couple of years ago due to the impact on the environment and wildlife of excessive water extraction in the Arun Valley near Pulborough, though any new dwellings in this area will be subject to a limit of 110 litres per person per day. How this will be monitored and controlled is unknown!

The recent, two weeks ago, flooding that took place at various locations around the City caused disruptions to traffic, I only recorded 30mm of rainfall at home on that particular Wednesday, which is not exceptional by any means, so what we face if we get these amounts of rain over two or three days beggars' belief. Is it the storm water drains that are inadequate? Or too many non-permeable surfaces created by over development? I suspect the latter.

Cllr. Henry Potter

Goodwood Ward Member at CDC

ITEM 9 NOVEMBER 2025 PAYMENTS

Date	PAYEE	DESCRIPTION	AMOUNT
11/11/2025	Arun & Chichester Citizens Advice	Grant Request	200.00
11/11/2025	Richard Skillern	Hall Mgr hours October 2025	768.00
11/11/2025	R M Huntingford	Grass cutting 09 & 23/10/25 & fence repair	721.50
11/11/2025	Water Resource Associates LLP	Flood Risk Report (Maudlin Farm)	1,993.43
11/11/2025	PPL PRS	Music licence Community Hall	217.64
11/11/2025	Moore	24/25 External Audit Fees	504.00
11/11/2025	Safe IS	Community Hall PAT Testing	107.40
11/11/2025	West Sussex County Council	Clerks' salary & oncosts October 2025	3,539.17
11/11/2025	GreenClean	Community Hall cleaning	444.00
11/11/2025	Mark Short	Bus Shelter cleaning	60.00
11/11/2025	DM Chainsaws	Timemaster mower for volunteers	1,407.12
		TOTAL	9,962.26

ITEM 13 HALL MANAGER REPORT

Hall Manager Report November 2025

Balance as at today's date 31/10 is £11724.47. Balance at the time of the last PC was £10392,64, hence the Hall has earned in the last 2.5 weeks since the last PC meeting on 13/10 £1331.83.

Please bear in mind the current month includes a half term week when many weekly classes are not operating.

11 regular weekly hirers in October, 13 private hirers for November currently.

Current jobs:

1. Solar energy issue- contract being re-negotiated so that the excess solar energy goes to the grid generating a financial benefit to the Hall. DP and PC Clerk dealing and in hand.
2. Redecorating of Hall and Hall carpet postponed to March 2026 to get over the 'muddy' winter period and to ensure the decorator/carpet fitters are ready to go. Mr Plummer dealing
3. Acoustics estimate awaited.
4. Cleaning of the Hall now arranged for weekly attendance on a Friday morning, so that the Hall is at least initially clean for weekend hirers (before they trash it!).
5. The 5 year fixed wiring test examination and emergency lighting issues are still ongoing. The Electrician is waiting for a battery to be supplied so that he can fit the last remaining emergency light positioned in the foyer near the toilets. For the fixed wiring, he needs to complete the testing of the Hall lights which will require some

form of scaffolding, which he is sorting. Noted last night that an outside light to the green side of the Hall needs replacement. Hall Manager to continue with this procedure until completion.

6. Power surge equipment to be fitted by this electrician.

6. Issues surrounding Fire Door inspection and Action Plan on this report reviewed. No issues were deemed critical on the Report. Decision made to defer medium risk issues until the Hall's building work is underway and for this work to form part of the major building work on the Hall's extensions. Two of the medium issues relate to the current office door and the internal door to the storeroom both of which will form part of that building work.

Estimate received for fire door replacement-£13500. PC to consider in liaison with Manager and Mr Plummer.

7. Xmas tree and lights Ms Ashcroft dealing. 29/11 is the date for the Xmas event at the Hall. Volunteers to be organised.

8. Plumber dealing with issues with Gents urinals (never seen to flush and foul smell still remains). Outside tap flow restored. RS to deal.