



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: **Beccy Anderson**

Westhampnett Community Hall

Hadrian Drive

Westhampnett

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To Westhampnett Parish Councillors:

Cllr D Plummer, Cllr S Burborough, Cllr S James, Cllr O'Meara, Cllr C McLeish, Cllr N Harris, Cllr Kevin Allosbrook and Cllr N Jackson

I hereby give notice that a **Full Council Meeting** of the Parish Council will be held at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP on **Monday 9th February 2026 at 7pm** and you are hereby summoned to attend such meeting.

Beccy Anderson, Clerk to the Council

4th February 2026

AGENDA

1	<u>OPEN MEETING & TAKE APOLOGIES FOR ABSENCE</u>	<u>Chair</u>
2	<u>DISCLOSURE OF INTERESTS:</u> To receive from members declarations of Disclosable Pecuniary Interests or Non-Pecuniary Interests, in addition to those listed attached in relation to any items included on the agenda for this meeting, in accordance with Localism Act 2011 s. 29 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.	<u>ALL</u>
3	<u>PUBLIC QUESTION TIME</u> (5 minutes) - <i>prior notice of any question to the Parish Clerk please</i>	
4	<u>REPORTS FROM EXTERNAL BODIES:</u> including District Councillor (Henry Potter) and County Councillor (Jeremy Hunt) and local organisations; reports to be submitted by email to the Parish Clerk for circulation to Councillors prior to the meeting. Questions to be taken at the meeting.	<u>ALL</u>
5	<u>CONFIRM MINUTES OF THE:-</u> Parish Council Meeting of 12 th January 2026	<u>ALL</u>
6	<u>CHAIRS ANNOUNCEMENTS</u> <ul style="list-style-type: none">The Chair to update councillors/residents re the request for further Litter Bins in Westhampnett.The Chair/councillors to note the March School PTA email re fundraising for school computers.	
7	<u>PLANNING</u> (i)Councillors to note/approve the January 2026 planning reports from S&L Land Planning (i)Councillors to note the following a)the closure of Stane Street at junction of A285 between 02/04 to 26/04/26 b)Full road closure of Stane Street for 3 days between 23 to 26/04/2026 c)Temporary traffic signals in different locations between 05/02/ to 01/04/26	<u>ALL</u>
8	<u>PAYMENT/BANK TRANSFER APPROVAL</u> Councillors to approve:- (i)February 2026 online payments (ii) Transfer of £17,652.80 (balance up to 31/01/2026) from Lloyds bank account to Barclays bank account	<u>ALL</u>
9	<u>BANK RECONCILIATIONS</u> Councillors to approve:- Bank Reconciliations for January 2026	<u>ALL</u>

10	<p><u>FINANCE/ HR MATTERS</u> Councillors to:- (i)Approve 2025/2026 QR 3 Budget reports (ii)Approve 2025/2026 Interim Audit Report, noting all actions taken/to be taken in Finance meeting notes of 22/01/2026 (attached) (iii)Approve a) Financial Regulations (NALC recommended 2025) b) Standing Orders (NALC recommended 2025) c) Data Retention & Disposal Policy d) Website Accessibility Statement e) Risk Register (iv)Approve the proposal for an Assistant Clerk to work alongside the Clerk, including Job Description/person Specification/Advertisement (v)Discuss and/or approve a proposal to open another interest bearing account with Redwood Bank (current interest rate 3.57% on a 30 days-notice account)</p>	<u>The Clerk/ ALL</u>
11	<p><u>MADGWICK PARK ALLOTMENTS</u> (i)Councillors to be updated regarding the land transfer and any next steps.</p>	<u>Cllr DP</u>
12	<p><u>COMMUNITY HALL</u> (i) Hall Manger report on general matters. (ii)Community Hall Development – Cllr DP to give an update.</p>	<u>Cllr DP/ RS</u>
13	<p><u>ROLLS ROYCE</u> (i) NH to report liaison with the Police re Rolls Royce traffic issues on Stane Street (ii)Councillors to note the closure of Footpath 417</p>	<u>Cllr NH/ ALL</u>
14	<p><u>COUNCILLOR TRAINING</u> i)Councillors to review CDC Standards and Code of Conduct Training dates below and inform Clerk which they can attend. <i>Virtual Training Session on 10 March 2026 (2.00pm – 4.00pm)</i> <i>Virtual Training Session on 19 March 2026 (10.00am – 12.00pm)</i> <i>In person Training Session at East Pallant House, Chichester on 23 March 2026 (2.00pm – 4.00pm)</i> <i>In person Training Session at East Pallant House, Chichester on 25 March 2026 (2.00pm – 4.00pm)</i> ii)The Clerk to send links to new councillors for further training.</p>	
15	<p><u>ITEMS FOR NOTING OR REFERRAL TO A FUTURE MEETING</u></p>	<u>ALL</u>
16	<p><u>DATE OF NEXT MEETING:</u> Monday 9th March 2026, 7pm</p>	<u>Chair</u>
17	<p><u>CLOSE MEETING</u></p>	<u>Chair</u>

ITEM 4

Henry Potter District Councillors Report February'26

The Council held an online meeting with the Parishes on Monday 02/02 the main topic once again was an update on the progress of the Devolution and Local Government Reorganisation Bill. In a nutshell all Local Authorities have submitted their preferred options to become Unitary Authorities. The Minister for Communities, Housing and Local Government will review these submissions and announce, in March, his decisions. The proposals are varied and the final announcement will be of great interest. I remain very sceptical about this entire Bill over which we have had no choice.

Another agenda subject was the new Renters Protection Act which should afford greater protection for tenants with no fault evictions becoming unlawful and higher living standards are included. Not particularly helpful for landlords and I can see a number selling up and getting out of the market resulting in less homes for rent. Finally, further details of the roll out of the new waste food collection scheme. It will not happen for every household; it will be phased in gradually while routes and collection days are scheduled.

An agreement has finally been reached for the tenancy of the final units in St. James Ind, Estate. Four units are to become four privately operated 'Padel' tennis courts. This comes after the costly, but comprehensive rebuilding of all the units in the Estate completed in 2023.

Decisions to be taken by the Cabinet on the 10th and then full council are the setting of the Budget for 26/27 and a grant to Hyde Homes towards the building of 15 Social Rent homes on a site in Birdham. This is becoming a more popular way of securing homes to rent; a similar grant was made in respect of 13 rental homes in North Mundham where a developer could not be found to build 10 market value and 3 rental properties. The money comes from what's known as 'Commutated Sums' collected from developments of more than 10 homes with no provision for the 30% affordable units.

The budget for the coming year will be £18,133.500, the DC element of the total precept will be increased by £5.74, up from £192.06 to £197.80, this for all Band D taxpayers.

Finally, I have deep concerns regarding the planned works to the junction of the A285 and Stane Street to render it safer for turning traffic considering the traffic plan agreed under the Approval for the RRMC assembly extension. This should have been implemented prior to the multitude of HGV's accessing the site during construction. It is also important for the Vehicles delivering components to the facility upon completion What concerns me is the impact on the 55 Stagecoach bus service serving Westhampnett, Maudlin, Boxgrove and Tangmere. These residents have suffered enough in the past during Southern Water operations and to lose this part of the service yet again is not good enough. Traffic lights are to be deployed and access for residents will be maintained so I hope the bus service will not be interrupted.

I have written to WSCC Highways expressing my concern but typical of them, I've had no response to date!

And that concludes my Report

Cllr. Henry Potter

CDC Member for the Goodwood Ward.

ITEM 8 FEBRUARY 2026 PAYMENTS

Date	PAYEE	DESCRIPTION	AMOUNT
09/02/2026	GreenClean	Community Hall cleaning 26/01 to 25/02/2026	444.00
09/02/2026	Richard Skillern	Hall Mgr hours January 2025	768.00
09/02/2026	S&L Land & Planning Services Ltd	January 2026 retainer	240.00
09/02/2026	Mark Short	Bus shelter cleaning Jan 2026	60.00
09/02/2026	Mark McLeish	Reimbursement volunteer fuel	27.03
09/02/2026	West Sussex County Council	Clerks salary & oncosts January 2026 *	3,539.17
	* Invoice not yet received, will add to online payments if received by 09/02/26		5,078.20