

# WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

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## Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 20<sup>th</sup> January 2020 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, CDC Cllr H Potter & Mr.A Ball and Mr N Carter (RR) in attendance.

16 members of the public also attended.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
1/20	<b><u>OPEN THE MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b> The Parish Clerk explained that Cllr Freeman had resigned her position as Councillor, Chairman of the Parish Council and Chairman of the Hall Committee. Cllr McLeish (Vice-Chairman) stood in as Chairman and opened the meeting. There were no apologies.	
2/20	<b><u>DISCLOSURE OF INTERESTS</u></b> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).	
3/20	<b><u>PARISH COUNCILLOR VACANCY:</u></b> Mrs Caroline Moth said a few words about her background, described her previous time as a Councillor, and said she was now able to return. Cllr McLeish proposed that she become a Councillor by co-option, this was seconded by Cllr Burborough, and all voted in favour. Having signed the paperwork Cllr Moth joined the other Councillors, and was welcomed by Cllr McLeish.	<b><u>LFL</u></b>
4/20	<b><u>CONFIRM MINUTES OF THE LAST MEETING held on 9<sup>th</sup> December 2019</u></b> The Minutes for the Parish Council meeting held on 9 <sup>th</sup> December were accepted and Cllr Holden proposed that they be approved, this was seconded by Cllr James and they were then signed by the Chairman.	<b><u>LFL</u></b>
5/20	<b><u>MATTERS ARISING:</u></b> To deal with any matters arising from the Minutes of the last meeting. None.	
6/20	<b><u>TRAFFIC DISRUPTION AT ROLLS ROYCE SHIFT CHANGE</u></b> Mr Ball read his report which was as follows:  <b>1. Congestion</b> <ul style="list-style-type: none"><li>· <i>Reminder: the most significant change to our shift timings in ten years.</i></li><li>· <i>Shifts decoupled – more time allowed between shifts.</i></li><li>· <i>Extension of the gap between shifts has had significant positive impact – from our data we can see the congestion period between shifts is down to between 5 and 10 minutes per day, which is a huge improvement</i></li><li>· <i>Working to further improve on this – it's an ongoing process.</i></li><li>· <i>We are continuing to review the use of our three car parks.</i></li><li>· <i>Complaint letter from Boxgrove Parish Council responded to and corrected (congestion has <u>not</u> been a WPC agenda item for three years.)</i></li><li>· <i>West Sussex County Council ('WSCC') Cycle Path Roadworks a significant challenge – a reminder that R-R was not consulted by WSCC. Congestion created as a result of the roadworks unacceptable and a matter for WSCC, not Rolls-Royce.</i></li></ul> He said RR was working with the Council, when the roadworks are finished the goal is zero delays, and they will continue to deal with the problem. The Shifts now start at 6.00am, and finish at 11.50pm. The Shift break is 2.30pm.  Cllr Moth said that at 5.50am today the queue was right back along Stane Street towards Chichester. She is around at 5-45am and every morning they are queued past Tilemakers to get into RR. Mr. Nigel Carter said he would come and look at that time. Mr Ball added that some people had been slow to leave at the shift change, and they were concentrating ensuring they leave in a timely manner to avoid delays.	

6/20 Cont.	<p>He added..</p> <p><b>2. Green Travel Plan</b></p> <ul style="list-style-type: none"> <li>· Added a new late shift bus as part of our Green Travel Plan</li> <li>· This is in addition to our current bus journeys – 47 in total – carrying over 100 employees every day.</li> <li>· The new cycle path will enhance the journey for our large number of cyclists.</li> </ul> <p>He was asked if there was any incentive to encourage staff to move from cars to bus? He said they can park for free at Bognor, and the bus is free.</p>	
7/20	<p><b><u>CYCLE LANE:</u></b> This matter was discussed within Minute 9/20.</p>	
8/20	<p><b><u>FLOODING AT WESTERTON LANE / SIDENGREEN LANE</u></b> This matter was discussed within Minute 9/20.</p>	
9/20	<p><b><u>REPORTS FROM EXTERNAL BODIES:</u></b></p> <p><b><u>CDC Cllr J Hunt – Report:</u></b></p> <ul style="list-style-type: none"> <li>• <i>First of all, I just wanted to highlight one thing from the January edition of our Town and Parish News which I did mention this last month but I think is very important, especially for your more vulnerable residents, and that is our 'Winter Ready' website which can be found at <a href="http://www.westsussex.gov.uk/campaigns/winter-ready">www.westsussex.gov.uk/campaigns/winter-ready</a>. There are lots of useful hints, from driving, keeping your home safe and your personal health.</i></li> <li>• <i>With regard to the <u>cycle path alongside Stane Street</u>, I followed the enquiry regarding liability issues made by a resident. The legal situation is as follows:</i> <ul style="list-style-type: none"> <li>• <i>The responsibility for the safe maneuvering of a vehicle always lies with the driver of the vehicle. A driver aware of latent hazards must take all due care and attention whilst driving. The same applies to other users of the highway (i.e .bicycles) in terms of attention to their own and other's safety. Combined cycle and footways are a legitimate system which affords increased safety for cyclists over sharing a route with vehicles. Cyclists should always use such routes aware of the hazard they may cause as well as those they may encounter. The highway authority does not acquire or retain an additional or particular liability when establishing a new or altered route, in relation to individuals who fail to exercise due care and attention. Such schemes are developed by reference to national and local design guidance and scheme safety audits which are through a nationally approved process. The 3m width is to allow cyclists to take a position away from driveways and the scheme will also include a marking to encourage cyclists to travel at an appropriate speed.</i></li> <li>• <i>To try and mitigate where properties have a high fence at their entrance, we have moved the cycle route to the kerbline providing a verge/free space between the new shared use lane and the property boundaries. We are also intending to place some markings on the cycleway (likely 'SLOW' or a cycle symbol), these are not shown on any plans and will be done via site instructions at the time.</i></li> <li>• <i>Simon did also cover a few other points that you raised in your agenda and I think he may have already responded, but just to be clear:</i> <ul style="list-style-type: none"> <li>• <i>Yellow lines will be implemented towards the end of construction as per the design for the scheme.</i></li> <li>• <i>30mph flashing sign will be set back where required</i></li> <li>• <i>The Street Lighting columns will be re-sited (we have been waiting for clarification from SSE, which has now been received).</i></li> <li>• <i>Positioning of bus shelters will be in the same location as the existing with the exception of the new shelter at the western end and I would be happy to discuss the Parishes preferred position for these.</i></li> <li>• <i>The contractor is aware of the need to remove the existing bus shelter, and we will contact the Parish and arrange for the transfer when a date for the new shelter installation has been scheduled.</i></li> </ul> </li> </ul> </li> </ul> <p>The Parish Clerk will email Simon Osborne to arrange this as Keith Budd is on holiday.</p> <p>Mrs Linda Campbell, a resident, asked why there are no marking on the cycle lane, he said this is a shared path, and everyone has to be very careful. Mr Ball added that WSCC had advised him that the maximum width possible on this cycle path is too small for a lined shared path. Another resident asked why the street lights had not been moved, and Cllr Hunt advised that SSE had now scheduled that work.</p> <p>Cllr Hunt added that the 30 mph warning sign is to be fixed.</p> <p>Cllr Burborough said that at the weekend the 2 way lights were not working, and Cllr Hunt provided the Emergency Duty Officer at WSCC telephone number: 01243 777917.</p> <p>Cllr Hunt then continued his report....</p> <ul style="list-style-type: none"> <li>• <i>The last point is reference the <u>drainage issues in Westerton</u>. I did copy you all into the update I received from our highways team, but just for confirmation, they have confirmed that the gullies and drains need to be jetted and investigated and they will put this work in hand. However, as they have over 80 similar jobs it might take a little while before they get round to it.</i></li> </ul>	<p style="text-align: right;"><b><u>LFL</u></b></p>

- I have also been consulting with our Op. Watershed team leader and he has updated me as follows:
  - I see this issue was discussed in the early days of OW and it was clear there was some improvement to the highway drainage system potentially, but importantly to the ditch running south - riparian responsibility.
  - It was identified at the time that the first field bridge/crossing was redundant so could come out. Not sure if this is still the case, but the ditch most certainly needs lowering/desilting based on my visual inspection.
  - So for me there is potential to look at OW funding, but firstly the highway clearing should happen to ensure we are clear on what the problem, thus the solution is.
  - If the parish and Goodwood could work together, then following the investigation a solution could be wrapped up in a OW application to perhaps improve timescales.
  - The guiding principles are on the website, but happy to talk through with the parish. I would note though, as you are aware the OW funding is capital, so the likes of general maintenance and investigate as majority elements of an application are not acceptable. Applications have to be for new or improved., improvements to infrastructure.

Cllr Holden explained the problem regarding the gully and jetting. Goodwood have said that the ditches are to hold the water until it soaks away, and they will scrape out the ditches once the Southern Water works are completed. Mrs Hardstaff said that is incorrect, the ditches should allow the water to flow away as it is a winterbourne channel; it is a draining ditch not a holding ditch. She feels Goodwood are bucking their responsibilities in this matter. All felt a combined meeting is needed, and Cllr Hunt said he will speak to Operation Watershed and set up a meeting.

**Cllr Hunt left the meeting at 7.40pm.**

#### **CDC Cllr H Potter – Report:**

*The recent incident of sewage overflowing to a property in Coach Road earlier this month has highlighted how inefficient Southern Water are at anticipating unusual rainfall. Thanks to Cllr. Simon Oakley, CDC's appointed Member to Southern Water, who reacted to my request to contact the area Manager, SW very quickly responded to alleviate the issue. They have promised recompense to the householder, but this is not enough! Something must be done to prevent this ever happening again. I understand that the new Trans Chichester Sewage Scheme, currently under construction, will not have any effect on the situation needing to overpump at the junction of Coach Road and Stane Street. Personally, I consider it a disgrace in this age!*

*I took a drive through Madgwick Park a couple of weeks ago and I'm alarmed at the scale of building and completion of homes. Particularly as the site will not be connected to the new Sewer Scheme until it is completed. In the meantime, sewage is being tankered away, and this is 2020 in the 21st Century.*

*Elsewhere, the Council will be recommended to agree a modest increase in off street parking for an initial period of one year. This will be monitored to ascertain if it has a detrimental effect on footfall in the City. There was no increase in charges when they were reviewed 2 years ago.*

*Also, the newly formed Climate Change Panel is making some progress. A new post for a Climate Change Officer has been created to promote the changes required as they emerge and the District Council, with the aid of a grant of £58,000 from the Government Office of Low Emissions, have completed the installation of 18 new charging points in Council owned car parks in Chichester, Midhurst, Petworth, Bosham and Selsey.*

*Finally, I had the most depressing tour of areas outside the National Park recently to view sites, which have been offered by landowners, for potential housing in the future. Almost all of the sites were prime agricultural land and outside of village Settlement Policy Area Boundaries. In total, if they are all accepted, provision would be for 14,500 new homes. Quite disturbing! We are not at liberty to discuss where these sites lay but we are looking at huge swathes of the Countryside under threat.*

*And that concludes my, not particularly bright, report at the start of the year.*

With regard to the shared footpath / cycleway, Cllr Potter commented that there is the same on Centurion Way, and it seems to work Ok.

**Cllr Potter left the meeting at 7.43pm.**

#### **Mr A Ball then continued...**

He asked that his best wishes and thanks were passed to Mrs Freeman, and added that he thinks the new Hall is fab.

#### **3. Planning applications**

- No new applications.
- Approved works also previously discussed and approved by WPC:
  - o Building works for the infill – additional office and assembly space - are complete and fitting-out has started – due to be complete mid-year.
  - o New substation development is underway, due to be finished this quarter.

#### **4. Parking**

- Very limited employee on-street parking on local roads has been maintained.
- Regular and dedicated security presence on local streets – an ongoing process.
- Very few complaints – we are addressing those few this year from residents on Roman Walk and in Old Arundel Road.
- Info: more than 50 resident cars now parked on local streets. This includes a couple that are Rolls-Royce employees who live in the village and are therefore entitled to park on the streets.

JH

LFL

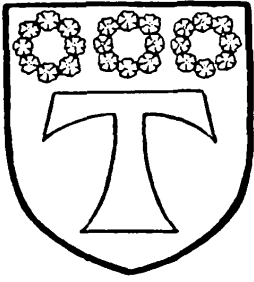
<p>9/20 Cont.</p>	<p><b>5. Signage to direct delivery vehicles</b></p> <ul style="list-style-type: none"> <li>· Awaiting response from WSCC – we have chased.</li> </ul> <p><b>6. ‘Rolls-Royce Works’ signage opposite Everymans Garage</b></p> <ul style="list-style-type: none"> <li>· On our request WSCC has moved the sign that previously directed lorries into Everymans forecourt</li> </ul> <p><b>7. Footpath prune</b></p> <ul style="list-style-type: none"> <li>· David de la Haye has been in touch with the Clerk</li> <li>· The north face footpath prune has taken place, but not the east due to weather. We are checking this week to confirm that we have pruned back 300-500mm inside our boundary.</li> </ul> <p><b>8. Claypit Lane</b></p> <ul style="list-style-type: none"> <li>· Email from a local resident today – I followed up with a call.</li> <li>· A courtesy to Rolls-Royce regarding rubbish that was gathering on our perimeter and also full dog poo bags being hung in the trees. There was no suggestion this was caused by Rolls-Royce employees.</li> <li>· Very disappointing.</li> <li>· This is potentially a council matter - I will speak to Jeremy Hunt. I will also alert the school as this is also a safety matter.</li> </ul> <p>A resident also commented that the Oak Trees are being hit by the RR lorries going along Stane Street.</p> <p><b>Mr Ball and Mr Carter left the meeting at 7.50pm.</b></p>								
<p>10/20</p>	<p><b>MEMBERS’ REPORTS:</b></p> <p>Cllr Burborough attended the Transit Site Meeting and reported that the Site will be closed in February to hook it up to the main Sewage Pipe. Will this have any effect on the sewage issues? There had been a reduced number of travellers from 2018 to 2019. The majority of issues were at South Harting and Tangmere. The CDC Managers are using our bollards as an example to other areas, and there are concerns about the open areas in Madgwick Park. There had been meetings with the developers from the start. Allotments at Tangmere had fruit and veg stolen, tools stolen and water left running. Mrs Holman asked if the sewage was to come into “our sewage ” line, and was advised yes, it is. She recalled being told, more than 5 years ago, that within 5 years a larger bore pipe would be needed. Can this requirement be resurrected? It needs to be sorted out as it is not just a Coach Road issue, also in Stane Street. Cllr Burborough agreed to look through her files about the larger bore pipe, and then the Parish Clerk would be asked to write to Southern Water.</p>	<p><b>SB / LFL</b></p>							
<p>11/20</p>	<p><b>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</b></p> <ol style="list-style-type: none"> <li><b>1. Flooding in Sidengreen Lane / Westerton Lane:</b> See Cllr Hunts comments in Minute 9/20 above. This matter needs following up with Goodwood.</li> <li><b>2. RR – Plantation cut back:</b> See Mr Balls (RR) comments in Minute 9/20 above. This matter needs following up.</li> <li><b>3. Footpath 417 (Maudlin to Westerton):</b> It was reported at this meeting that the hedge has still not been cut back, and the surface around the Southern Water works is almost impossible to walk along. As it is not known when the contractors are to finish, or how they are to make good hedges and paths, the Parish Clerk was asked to follow this up and also combine with the issues on FP 416 (RR path) where it meets Sidengreen Lane.</li> </ol>	<p><b>LFL LFL LFL</b></p>							
<p>12/20</p>	<p><b>Planning Update since the last Parish Council Meeting on 9<sup>th</sup> December 2019</b></p> <p>There was 1 <b>new Planning Application</b> in the period week 50 11/12/19 to week 3 15/01/20.</p> <table border="1" data-bbox="167 1285 1364 1619"> <tr> <td><b>SDNP/19/06053/LIS</b></td> </tr> <tr> <td>Goodwood Estates Company Ltd</td> </tr> <tr> <td>Case Officer: Louise Kent</td> </tr> <tr> <td>Conversion of existing room used as workshop to form new bar area (internal reorganisation of existing Gordon Rooms use)</td> </tr> <tr> <td>The Gordon Rooms, Hat Hill Road, Goodwood, Chichester, West Sussex, PO18 0PY</td> </tr> <tr> <td><a href="https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=Q2PHZ0TUJQQ00">https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=Q2PHZ0TUJQQ00</a></td> </tr> <tr> <td>Grid: 488594 108805</td> </tr> </table> <p>The Parish Council has no comments to make on this application.</p> <p><b>Update on outstanding Applications:</b>  <b>WH/19/01278/DOM</b> - 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; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PRA0TZERKRC00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PRA0TZERKRC00</a></p>	<b>SDNP/19/06053/LIS</b>	Goodwood Estates Company Ltd	Case Officer: Louise Kent	Conversion of existing room used as workshop to form new bar area (internal reorganisation of existing Gordon Rooms use)	The Gordon Rooms, Hat Hill Road, Goodwood, Chichester, West Sussex, PO18 0PY	<a href="https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=Q2PHZ0TUJQQ00">https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=Q2PHZ0TUJQQ00</a>	Grid: 488594 108805	
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<p><b>12/20 Cont.</b></p>	<p>Revised plans were submitted to CDC on 02/01/20, and assessed by the PC. The following comments were lodged on 16<sup>th</sup> January 2020.</p> <p><u>New Description:</u> Construction of a 2 storey extension to West elevation, a single storey extension to the East elevation, an enlarged entrance hall to North elevation, balcony to south elevation, changes to fenestration and associated internal works. Demolition of existing detached garage and realignment of drive and construction of new boundary wall and gates Hadley House Claypit Lane Westhampnett PO18 0NU</p> <p><b>The following comments should be read in conjunction with the Parish Consultee Comments previously submitted by the Parish Council on 8<sup>th</sup> October 2019.</b></p> <p>House with swimming pool. No amendments are indicated on the revised plans. <b><u>The Parish Council maintains its OBJECTION to the proposals.</u></b></p> <p>Entrance Drive. The proposed reposition of the entrance driveway would result in the loss of 5 mature trees, all of which provide habitat for birds and wildlife and have a projected lifespan of at least 10 years and would not have to be felled if the existing driveway was maintained:-</p> <ul style="list-style-type: none"> <li>• T3 – Poplar;</li> <li>• T3A – Sycamore</li> <li>• T5 - Dawn Redwood;</li> <li>• T6 – Field Maple;</li> <li>• T7 – Sycamore.</li> </ul> <p>The author of the arboriculture report refers to this site as being in an urban environment. We challenge this statement, considering the setting to be rural or semi-rural and therefore the trees are of a compatible species. Recently, Chichester District Council's Cabinet approved investment in a project to enhance Strategic Wildlife Corridors, to safeguard the district's wildlife, allowing species to move and their populations to thrive. Claypit Lane is one of these corridors and properties, on both sides of the lane are affected, of which Hadley House is one. A wide range of birds and mammals are known to nest, roost and generally use the existing habitat and would be seriously threatened if the proposed number of trees were to be felled. Trees may be replaced but the existing habitat would be severely compromised and may never recover. <b><u>The Parish Council maintains its OBJECTION to the reposition of the driveway.</u></b></p> <p>Additional comments:</p> <ol style="list-style-type: none"> <li>1. The Parish Council notes the comment by Highways dated 10.01.20 concerning the proposed front boundary wall and requesting more information before an adequate assessment is possible.</li> <li>2. The Parish Council further notes that the arboricultural report states that Ash die-back is present in Ash tree T9 and groups G8 and G10, in which case, if/when felled, the Parish Council would expect a planning condition to be made requiring that the trees are to be replaced with a suitable species, in a position to be agreed on the Site, in order to maintain the rural nature of the site and habitat for wildlife.</li> <li>3. Demolition: No application has been made for demolition of the existing house, however due to the extensive nature of additional building work proposed on the west and south sides, together with the extensive internal alterations to the existing property, it is difficult to envisage how this can be achieved and maintain structural stability, without demolition of the existing house.</li> </ol> <p><b>WH/19/02346/REM</b> - 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; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PXO8LNERHRA00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PXO8LNERHRA00</a></p> <p>The same as last meeting - 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><b>Decisions:</b> None.</p>	<p><b><u>LFL</u></b></p>
<p><b>13/20</b></p>	<p><b><u>COMMUNITY HALL:</u></b></p> <ol style="list-style-type: none"> <li>1. The Parish Clerk had previously suggested that the status of the Hall in regard to running as a Charity, or not, needs to be debated in order that the full implications of each can be assessed. At present the Parish Council fully supports the Hall financially out of the budget. AirS (Action in rural Sussex) could provide a Village Hall Consultant who can come to a meeting in order to detail the full breakdown of the pros and cons. This would be at a cost of £200 plus VAT. The Meeting and the costs were proposed by Cllr McLeish, seconded by Cllr Holden and the members of the Hall committee present agreed. The Parish Clerk to set up.</li> <li>2. As Cllr Freeman had resigned as a Councillor and Hall Committee Chairman, the Committee needs another Councillor. Cllr Moth offered and was accepted. Thanks were also given to Richard Skillern, Vikki Hibbert and Martin Woolf for stalwartly continuing the work needed to run the Hall.</li> </ol>	<p><b><u>LFL</u></b></p>

13/20 Cont.	<p>3. Cllr Burborough commented that as additional storage may be needed for the Volunteers, a Shipping Container might be an answer. She was asked to find out costs, and the Councillors were reminded that this might need planning permission.</p> <p>4. Mr Derek Marlow, on behalf of his wife, asked if there was to be a defibrillator at the Hall. The Parish Clerk confirmed that it is on the list of equipment to be purchased.</p>	<b>SB</b>
14/20	<p><b><u>PLANTING PROJECT:</u></b> Cllr McLeish advised that the first batch to 200 saplings from The Woodland Trust were due February / March, and then more in November. This hedgerow would need planting along the Community Hall southern boundary, and a group of people is needed to form a project to do this. Residents that offered to assist are Mark Mason, Mrs Coles, Rev Rachel Hawes, Cllr Burborough, Cllr McLeish, possibly ask the School Gardening Club? A meeting is to be arranged to progress this. At the same time the turfing of the area around the Community Hall and the possible positioning of the electricity / wires for Christmas Tree were to be included. Cllr Moth offered the flagpole currently in her front garden, and her set of flags. This could be uplifted and positioned on the Green / Hall land so the flags can be flown as they were in the past. The Councillors thanked Cllr Moth for her kind offer.</p>	<b>CMcL</b>
15/20	<p><b><u>VISIBLE "ENTRANCE" TO EACH PART OF THE PARISH:</u></b> Cllr McLeish reported on progress. She had contacted WSCC and had some costs – the gates would cost circa £300 a pair. Mike Dare (WSCC) suggested some sites, and advised this would need a proper consultation, with accurate positions, design, signage, and be able to meet traffic regulations. Boxgrove had used the Vinyl Fencing Co. for their gates. Locations were discussed and suggested as Westerton: one at each end of Westerton Lane, Maudlin: Eastbound side at the edge of Maudlin, replacing current Maudlin sign, Westhampnett: replace current Westhampnett sign at western end of Stane Street. The possible siting in Madgwick Lane / Claypit Lane was discussed, perhaps just north of the RR roundabout when coming south. Cllr McLeish will ask Richard Morgan for maps and circulate photos of the locations. Further work to be done on this project.</p>	<b>CMcL</b>
16/20	<p><b><u>FOOTPATH BETWEEN MADGWICK PARK AND THE CHURCH:</u></b> The Parish Clerk further 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>	<b>LFL</b>
17/20	<p><b><u>ALLOTMENTS:</u></b> The Parish Clerk further 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. The details of the Tangmere Horticultural Society have been provided to the Parish Clerk, as they have offered to advise.</p>	<b>LFL</b>
18/20	<p><b><u>VE DAY ON 8<sup>TH</sup> MAY 2020:</u></b> The matter was discussed, and it was generally felt that a Community event would be a good idea. Suggestions included acknowledging pilots who had died, perhaps flags on the lampposts to commemorate, an event on the Village Green? Mrs Hardstaff, Mr Milton, Mr &amp; Mrs Coles, Mark Mason and Maggie Walsh all offered to assist. The Parish Clerk to find out if CDC were going to be offering any grants, and to enquire with the Church, RR and the School, whether they had anything planned so far. To be followed up at next meeting.</p>	<b>LFL</b>
19/20	<p><b><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u></b> None.</p>	
20/20	<p><b><u>PARISH FINANCIAL MATTERS:</u></b></p> <ol style="list-style-type: none"> <li>1. <u>To approve the accounts up to 31<sup>st</sup> December 2019.</u> The Community Hall Account spreadsheet had been previously circulated to the Councillors. The Hall has so far cost £653k, 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&amp;I account both balance to the income and expenditure so far this year. The approval of the accounts was proposed by Cllr Burborough, seconded by Cllr Holden, and signed by Cllr McLeish.</li> <li>2. <u>To review the budget for 2020/21 and agree the precept value for 2020/21.</u> The Budget and Precept spreadsheets had been previously circulated to the Councillors. The Parish Clerk explained that due to the increase in the number of rate payers in the Parish, the Band D amount could remain the same as last year, so the Parish would receive a precept of £54,125 for the year 2020/21. This was proposed by Cllr Burborough, seconded by Cllr McLeish, and all voted in favour. The Parish Clerk to notify CDC.</li> <li>3. <u>To discuss grants for projects</u> It was remarked that the Tesco Carrier Bag grant was available, and Cllr Burborough offered to look into other Grants. It was suggested that a sub-committee should be convened for this subject. To be put in the Agenda for the next meeting.</li> </ol>	<b>LFL</b> <b>SB</b> <b>LFL</b>
21/20	<p><b><u>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS:</u></b> The Parish Clerk received a WSCC Notice regarding school staff recruitment, it was agreed to put it up on the Noticeboard by the School</p>	<b>LFL</b>
22/20	<p><b><u>DEALING WITH LOCAL ISSUES</u></b> Cllr Holden had been contacted by a resident of Madgwick Park, who commented on the lack of a footpath into the estate. Cllr Holden will ask for the exact position referred to so that this can be followed up.</p>	<b>WH</b>
23/20	<p><b><u>QUESTIONS BY THE PUBLIC</u></b> None.</p>	
24/20	<p><b><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 10<sup>th</sup> FEBRUARY 2020 AT WESTHAMPNETT COMMUNITY HALL</u></b> Noted.</p>	
25/20	<p><b><u>CLOSE MEETING</u></b> The Chairman closed the meeting at 9.03pm.</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

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**Minutes of the Westhampnett Parish Council Meeting held  
at 7pm on Monday 10<sup>th</sup> February 2020 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, Cllr S James and Cllr C Moth.

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham, with CDC Cllr H Potter in attendance having arrived later.

14 members of the public also attended.

<b><u>Minute No</u></b>	<b><u>Item</u></b>	<b><u>Action</u></b>
26/20	<b><u>OPEN THE MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b> Cllr McLeish (Vice-Chairman) stood in as Chairman for the Meeting. She opened the meeting, and there were no apologies.	
27/20	<b><u>DISCLOSURE OF INTERESTS</u></b> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).	
28/20	<b><u>PARISH COUNCILLOR VACANCY:</u></b> The Parish Clerk explained the procedure when a vacancy occurs. If no by-election is required, then co-option can take place after that.	<b><u>LFL</u></b>
29/20	<b><u>CONFIRM MINUTES OF THE LAST MEETING held on 20<sup>th</sup> January 2020</u></b> The Minutes for the Parish Council meeting held on 20 <sup>th</sup> January 2020 were accepted and Cllr Burborough proposed that they be approved, this was seconded by Cllr Holden and they were then signed by the Chairman.	
30/20	<b><u>MATTERS ARISING:</u></b> To deal with any matters arising from the Minutes of the last meeting. None.	
31/20	<b><u>NEW LOCAL PCSO FOR THE PARISH:</u></b> Introduction and Report by PCSO Jason Lemm  Cllr McLeish welcomed PCSO Lemm who explained he is the Named Officer for the areas covered by WSCC Cllr J Hunt, and by the summer he will have another person with him. There is also Colin Booker, one of six rural crime PCSO's, who is based in Chichester / Arundel area.  He said reporting should be by ringing 999 or 101, or online reporting. There is a local email address of: <a href="mailto:chichester@sussex.pnn.police.uk">chichester@sussex.pnn.police.uk</a> This is monitored every morning, afternoon and evening. If specifically for Jason the email will go to him, if he is away it will be allocated to another person. He has been into the local schools doing property marking & bicycle marking and given talks to local groups about rogue traders and scam prevention. He would be happy to do this talk for the Parish – email him if we would like this to be done.  He then took questions: Mr Bob Keatley, a resident, asked if PCSO Lemm was involved in <u>traffic</u> . PCSO Lemm said there had been 33 reports from the area, of which one third were about speeding vehicles. The locations for the Community Speedwatch were discussed and PCSO Lemm said he would re-do the risk assessments for this to take place in the future. PCSO Lemm was asked what to do if a resident sees an <u>unsafe load</u> when someone is going to the Tip. He advised this should be reported there and then with the registration number of the vehicle. Operation Crackdown would then send a letter to the person. He confirmed <u>drifting</u> should also be reported every time, online to Sussex Police. He added that all reports go to the Prevention Team.  Cllr McLeish thanked PCSO Lemm for coming.	<b><u>JL</u></b>

32/20	<p><b><u>CYCLE LANE:</u></b>  The Parish Clerk confirmed that the outstanding queries from PC to WSCC including safe exits, yellow lines, 30mph flashing sign, position of streetlights, positioning of bus shelters and removal of existing bus shelter to safe storage for future use, were all now being resolved or already resolved.</p> <p>The on-going creation of the cycle lane has resulted in the path being higher along parts of Stane Street than it was before. There is now an earth bank between the path and the road, this will need seeding and mowing. The angle is such that mowing will be difficult, and it may have to be taken off the rota. It may have to be done with the strimmer.</p>	
33/20	<p><b><u>REPORTS FROM EXTERNAL BODIES:</u></b></p> <p><b><u>Mr Andrew Ball (RR) had sent his apologies as he was unable to attend. His report was read out by the Parish Clerk:</u></b></p> <ol style="list-style-type: none"> <li><b>1. Congestion</b> <ul style="list-style-type: none"> <li>• Extension of the gap between shifts continues to have significant positive impact.</li> <li>• Working to further improve on this – as advised, it is an ongoing process.</li> <li>• West Sussex County Council ('WSCC') Cycle Path Roadworks remain a significant challenge, particularly as the works approach the Rolls-Royce Stane Street entrance.</li> </ul> </li> <li><b>2. Green Travel Plan</b> <ul style="list-style-type: none"> <li>• New late shift bus now operational, as part of our Green Travel Plan.</li> <li>• Timetable communicated to workforce.</li> </ul> </li> <li><b>3. Planning applications</b> <ul style="list-style-type: none"> <li>• Planning application due to be submitted this week for a new dust extraction system for Woodshop.</li> <li>• New system will adhere to all planning/safety etc. requirements.</li> </ul> </li> <li><b>4. Parking</b> <ul style="list-style-type: none"> <li>• Very limited employee on-street parking on local roads has been maintained.</li> <li>• Regular security presence on local streets – an ongoing process.</li> <li>• No neighbour complaints in February so far.</li> </ul> </li> <li><b>5. Signage to direct delivery vehicles</b> <ul style="list-style-type: none"> <li>• Awaiting response from WSCC – we have chased.</li> </ul> </li> <li><b>6. Footpath prune</b> <ul style="list-style-type: none"> <li>• The north face footpath prune has taken place.</li> </ul> </li> </ol> <p>The question of how much the last shift bus is utilised was raised, and the Parish Clerk was asked to put this onto the Agenda for the next PC Meeting.</p> <p><b><u>WSCC Cllr J Hunt had sent his apologies as he was unable to attend. His email was read out by the Parish Clerk:</u></b></p> <p><i>Unless there is something urgent to address would you please accept my apologies for tomorrow night, only I am backed up with work in preparation for presenting the budget at CC on Friday and I am running out of time. I expect you know the feeling!</i></p> <p><i>It has only been three weeks since the last meeting, so I don't have anything of note to add to my last report and I think all questions were answered. I also see that you have received answers to your queries regarding the bus shelters, the white lines and the info on the consultation regarding the road space audit (parking) for Chichester (inc. Westhampnett) starting on Thursday 13<sup>th</sup> Feb. This will run for three weeks.</i></p> <p><i>Also, just a reminder that the next South Chichester County Local Committee is on 3<sup>rd</sup> March at 7.00pm at County Hall.</i></p> <p>Cllr Burborough confirmed she was to attend this meeting.</p> <p><b><u>CDC Cllr H Potter, having arrived later during the meeting, read out his report after Agenda Item 18 (Allotments) on the Agenda. This is recorded here as it is part of this reporting section:</u></b></p> <p><i>Last month, on the 15th, I experienced one of the most depressing days of my life as a District Councillor. Several CDC Members had a conducted tour of the District outside of the National Park Boundaries to view some of the land which landowners have proffered to provide future housing needs in the District Local Plan Review. I'm not at liberty to disclose exactly where, but we were shown acres and acres of prime agricultural land which are to be considered for future development. In total we saw various sites across the District capable of providing 14,500 new homes and almost all were outside of Village Settlement Policy Areas. Naturally these sites will be assessed, and some will be rejected, but I found it quite disturbing that such valuable agricultural land was even considered!</i></p>	<p><b><u>LFL</u></b></p> <p><b><u>SB</u></b></p>



<p><b>33/20 Cont.</b></p>	<p><i>On other matters, the Council at its Meeting in March, will be expected to agree the modest increases in Off Street Car Parking Charges for the coming year from March. If it is found that these increases have an adverse effect on footfall in the City and surrounding towns then they will repeal the increases.</i></p> <p><i>It is proposed to appoint a Climate Change Officer to promote the changes needed as detailed by the recently formed Climate Change Panel of Members. However, it is unclear what this Officer will actually achieve to justify the investment of £120,000 over two years plus an operating cost of £30,000! I expect further consideration will be given to this idea. You may have heard that 18 additional EV charging points in Council owned car parks in the City, Midhurst, Petworth, Selsey and Bosham have already been installed using a grant of £58,000 from the Government Office of Low Emissions, so we are trying, ahead of many other Local Authorities. Additional tree planting will be mandatory on new developments and encouraging the planting of wild flowers where practical.</i></p> <p><i>If anyone notices Refuse Collection Vehicles coming from and going into Goodwood Motor Racing Circuit during the coming months, this is because an agreement has been reached between the District Council and Goodwood Estate to park the freighters within the Circuit whilst the refurbishment of the Westhampnett Services Depot is carried out. This work will include many new features such as vehicle wash down and drainage facility, electric vehicle charging points for Council cars and vans and a new bulk fuel storage facility which will enable the Council to buy fuel in at lower rates.</i></p> <p><i>The new roundabout in Westhampnett Road is nearing completion with the revised access into Church Road under way and once the Lidl Car Park is surfaced the new superstore will eventually open. Meanwhile the chaos continues as I expected!</i></p> <p><i>The Portsmouth Water Co. works currently taking place in Pook Lane, Lavant have just about sealed off any easy access to the City and the rat run through this area must surely frustrate the motorist trying to avoid the A27. At some stage during the works the whole of Pook Lane between the A286 and Sheepwash Lane will be closed to traffic.</i></p> <p>Regarding <u>Agenda Item 11 (Planning)</u>, which had been discussed earlier in the meeting prior to Cllr Potters arrival, the request to have the Planning Application by Crayfern Homes Red Carded was raised. The Parish Clerk was asked to email Cllr Potter with this request.</p>	<p><u>LFL</u></p>
<p><b>34/20</b></p>	<p><b><u>MEMBERS' REPORTS:</u></b> None.</p>	
<p><b>35/20</b></p>	<p><b><u>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</u></b></p> <ol style="list-style-type: none"> <li><b><u>BT phone box at Westerton:</u></b> A resident has reported that several window panels have fallen out / broken in the phone box. Cllr Holden to take some photos, and the Parish Clerk to report to BT for advice as to repair.</li> <li><b><u>Footpath 417 – Latch to gate:</u></b> Still not fixed, needs to be chased with Goodwood again.</li> <li><b><u>RR – Plantation cut back:</u></b> Mr Ball (RR) confirmed now completed. To be checked it is done suitably.</li> <li><b><u>Flashing 30mph Sign:</u></b> It was not working, then it was, now it is not, to be reported to WSCC Simon Osborne.</li> </ol>	<p><u>LFL</u> <u>LFL</u> <u>LFL</u> <u>LFL</u></p>
<p><b>36/20</b></p>	<p><b><u>PLANNING MATTERS:</u></b> <b><u>Planning Update since the last Parish Council Meeting on 20<sup>th</sup> January 2020</u></b> New Planning Applications in the period week 4 22/01/20 to week 6 06/02/20 inclusive:</p> <p><b><u>WH/19/03202/FUL</u></b> - Case Officer: William Price Mr Kevin Carter Chichester Contract Services Stane Street Westhampnett Chichester Change of use of part of adjacent travellers' site to extend depot, replacement and upgrade of existing depot yard flood lighting, installation of commercial vehicle washing station and removal of existing modern wall that currently is on top of Tudor historic wall. O.S. Grid Ref. 487970/106032 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q31XU5ER0UX00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q31XU5ER0UX00</a></p> <p>Parish Council to comment by 26/02/20</p> <p><b><u>WH/20/00097/FUL</u></b> - Case Officer: Jeremy Bushell Crayfern Homes Land Adjacent To Hadrian Drive Westhampnett Chichester Erection of 9 no. dwellings, parking, landscaping and associated works. O.S. Grid Ref. 488507/106267 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q45N6HERME600">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q45N6HERME600</a></p> <p>Parish Council to comment by 26/02/20</p> <p>There followed a general discussion between Councillors and residents about this application. Some had lodged Objections already. The land had been intended for a Community Pub, and it was felt that this is the purpose it should be used for, or another community type use, not additional housing. A note of caution was raised regarding potentially having something that needs care that cannot be provided. Another comment was that the Parish may be required to meet its quota of housing.</p> <p>Mr Derek Marlow, a resident, raised the matter of noise as next to the Community Hall, and that the proportion of social should be 40%, not 2 out of 9 properties as shown.</p>	

**36/20  
Cont.**

The other points raised were: Proximity to the Hall, Development density too great, Bin / Bike / Gardens not adequate, Sewage to go into the current overloaded system.

A query was raised as to whether the Council had Compulsory Purchase Powers. This is not known.

The Councillors agreed to ask CDC Cllr H Potter to Red Card this application, in order that it is dealt with by the Planning Committee, not by delegated decision.

**Update on outstanding Planning Applications:**

**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-](https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PXO8LNERHRA00)

[applications/applicationDetails.do?activeTab=summary&keyVal=PXO8LNERHRA00](https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PXO8LNERHRA00)

**Parish Council submitted the following Comments:**

The below refers to Sheet 16 (BDWS21109 11Q SHEET 16 SUBSTITUTE PLAN - 17.12.19 - SOFT LANDSCAPE PROPOSALS - PROPOSED ALLOTMENT AREA (A1)).

The Parish Council would like the Allotment area to include fruiting trees and native edibles in hedging form such as Elder, Rowan, Hazel, Blackthorn, Crab Apple and Dog Rose thus providing habitats and food for wildlife (especially birds and insects) and people. Currently the drawing shows existing hedging to the east, but that is outside of the development boundary, and could be cleared at some time in the future, so this suggestion would help to maintain the wildlife corridor from north to south.

Commenting on the proposed trees:

On east side (Within the Allotments):

Betula pendula - Silver Birch x 3 - As these trees are within the Allotments they should be fruit trees such as Apple, Pear, Cherry. Also, add more native hedging along the boundary.

On west side (Adjacent to the Allotments):

Carpinus betulus - Hornbeam - this tree is far too big, growing to 30m when mature. It will block light from the plots, spread its roots and take up a lot of groundwater, both within the Allotments and other gardens. The Parish Council would recommend that this tree is omitted from the landscape proposals, in this location.

Prunus 'Pandora' - Flowering Cherry growing to 8-12m within 10-20 years - this tree will shade the plots. A smaller species of Prunus would be preferred or a native or other fruiting tree, as on east side.

Betula pendula - Silver Birch - this tree will grow to more than 12m, and will shade the plots. A smaller species of Prunus would be preferred, or a native or other fruiting tree, as on east side.

The Parish Council hopes that these small, but important, amendments could be incorporated in the scheme, and will be resuming its discussions with the developer in regard to the details of the Allotments to be provided.

**PERMITTED on 07/02/2020**

**Decisions:**

**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>

**REFUSED on 31/01/2020**

The reasons are: Bulk, mass, adverse and unacceptable impact on the character and quality of an area, the proposed boundary treatment, by means of the extent of hardstanding, height and length of walls and gates would be incongruous with the predominantly soft and rural boundaries that front the highway in this location, unjustified loss of protected TPO trees, balcony & extension would result in a loss of privacy and have an overbearing impact, inadequate information has been submitted to demonstrate that acceptable sightlines can be achieved for vehicles.

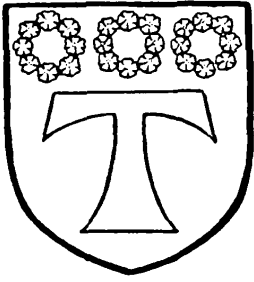
**LFL**

37/20	<p><b><u>FLOODING AT WESTERTON LANE / SIDENGREEN LANE</u></b>  Cllr Holden reported that this area is now a "lake". Cllr Hunt had advised he was speaking with Garry at WSCC in order to set up a meeting, Cllr Holden will attend and report back.</p>	<u>JH/WH</u>
38/20	<p><b><u>STATE OF FOOTPATH 417 &amp; SOUTHERN WATER WORKS</u></b>  It was reported that the Southern Water works had made this Footpath 417 and Footpath 416 impassable, due to the mud making it unsafe. The paths are atrocious about 10 yards from the junction with Sidengreen Lane. Southern Water do not appear to be working there at present. The areas bird population has changed, with no yellowhammers singing, and other birds such as warblers, chiff-chaff and whitethroats etc affected. The Parish Clerk was asked to formally write to Southern Water about the dangerous conditions and impact on wildlife. A letter to be drafted and sent to Cllrs for approval.</p>	<u>LFL</u>
39/20	<p><b><u>COMMUNITY HALL:</u></b>  The Councillors and Hall Committee met with AirS Village Halls consultants Mrs Louise Beaton and Mr Francis Burrows on 3<sup>rd</sup> February. Mrs Beaton gave a presentation covering the full details of the implications of running the Community Hall under non-charity status against charity status. The main benefit of having charity status would be that the Parish Council would be able to claim back VAT and would be more able to obtain grants as many are not open to Parish Councils as such, only under a charity. The conclusion was that, as no grants are needed at present, it was preferable to continue as now for the foreseeable future, to be reviewed as when needed. Two Resolutions were suggested as follows:</p> <p><b><u>RESOLUTION:</u></b> It was resolved to appoint a Sub-committee of the Parish Council to run the Community Hall, and to have 2 Parish Councillors on this committee.</p> <p>This was proposed by Cllr Burborough, seconded by Cllr McLeish, and all voted in favour.</p> <p><b><u>RESOLUTION:</u></b> It was resolved to continue to run the Community Hall with non-charitable status.</p> <p>This was proposed by Cllr Holden, seconded by Cllr Burborough, and all voted in favour.</p> <p>The Parish Clerk was asked to email Mrs Beaton and Mr Burrows to thank them.</p>	<u>LFL</u>
40/20	<p><b><u>PLANTING PROJECT:</u></b>  Cllr McLeish advised a meeting had taken place, attended by Mr Keatley, Mr Skillern, Mr Mason, Mrs Walsh, and herself regarding the planning of the planting of 210 saplings, and the greening of the area around the Community Hall.</p> <p>The trees would not need the purchase of protectors or topsoil, and it is hoped to arrange a Community Planting time for all to take part. Quotes were being obtained for spraying the weeds, turf and seed, plus a tarmac path down the western side of the Hall.</p> <p>Cllr McLeish asked if the Parish Council had received the £1000 donation from BDW Homes, the Parish Clerk advised not yet, and said it would be chased up.</p>	<u>LFL</u>
41/20	<p><b><u>VISIBLE "ENTRANCE" TO EACH PART OF THE PARISH:</u></b>  Cllr McLeish reported that there had been no further progress, however she intends to set up a site meeting with WSCC Mike Dare w/c 17<sup>th</sup> February. She will advise date when arranged.</p>	<u>CMcL</u>
42/20	<p><b><u>FOOTPATH BETWEEN MADGWICK PARK AND THE CHURCH:</u></b>  The Parish Clerk further 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>	<u>LFL</u>
43/20	<p><b><u>ALLOTMENTS:</u></b>  The Parish Clerk further 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>	<u>LFL</u>
44/20	<p><b><u>VE DAY ON 8<sup>TH</sup> MAY 2020:</u></b>  The Parish Clerk reported that the Church have not planned anything so far and thought a joint effort would be a good idea.</p> <p>CDC have now advised that a Grant of a maximum of £250 per Parish, and it was thought a Commemorative Bench would be appropriate, details to be obtained.</p> <p>Ideas for events on the Day are under discussion.</p>	<u>LFL</u>  <u>ALL</u>
45/20	<p><b><u>WESTHAMPNETT SPRING CLEAN ON APRIL 4<sup>TH</sup>, MEET AT THE CHURCH AT 2PM:</u></b>  The Parish Clerk explained the format, requested that volunteers meet at the Church. The date and time was noted.</p>	<u>ALL</u>
46/20	<p><b><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u></b>  None.</p>	

47/20	<p><b>PARISH FINANCIAL MATTERS:</b></p> <ol style="list-style-type: none"> <li><u>To approve the accounts up to 31<sup>st</sup> January 2020:</u> The Community Hall Account spreadsheet had been previously circulated to the Councillors. The Hall has so far cost £653k, 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&amp;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 McLeish.</li> <li><u>To approve the movement of all CIL monies received to date at £105,514.67 to NS&amp;I for security and interest:</u> This was approved by all and form signed by Cllr McLeish and Cllr James.</li> <li><u>To approve the movement of all VG (Village Green) monies received on 25/01/2019 at £147,286.25 to NS&amp;I for security and interest:</u> This was approved by all and form signed by Cllr McLeish and Cllr James.</li> <li><u>To confirm that the precept value for 2020/21 of £54,125 has been registered with CDC:</u> This was noted.</li> <li><u>To discuss the setting up of a Grants Committee – how many Cllrs and how often to meet?</u> After a discussion the Councillors agreed that with no immediate needs, grants would be applied for as and when required.</li> </ol>	<p><b>LFL</b></p> <p><b>LFL</b></p>
48/20	<p><b>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS:</b> None.</p>	
49/20	<p><b>DEALING WITH LOCAL ISSUES</b> None.</p>	
50/20	<p><b>QUESTIONS BY THE PUBLIC</b> Mrs Mary Brown, a resident, asked about the brick-built bus shelter which is within the cycle lane project. The Parish Clerk advised that it is to be replaced by a wooden bus shelter, in the style St. Neots, the same design as the other two new ones by Tilemakers and at the western end of Stane Street. This is because the cycle lane position requires the realignment of the bus stop area.</p>	
51/20	<p><b>DATE OF NEXT FULL PARISH COUNCIL MEETING: 9<sup>th</sup> MARCH 2020 AT WESTHAMPNETT COMMUNITY HALL</b> Noted.</p>	
52/20	<p><b>CLOSE MEETING</b> The Chairman closed the meeting at 8.54pm.</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

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## Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 9<sup>th</sup> March 2020 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, Cllr S James and Cllr C Moth.

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

6 members of the public also attended.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
53/20	<b><u>OPEN THE MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b> Cllr McLeish (Vice-Chairman) stood in as Chairman for the Meeting. She opened the meeting, welcomed all and received apologies from CDC Cllr H Potter who was indisposed.	
54/20	<b><u>DISCLOSURE OF INTERESTS</u></b> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).	
55/20	<b><u>PARISH COUNCILLOR VACANCY:</u></b> The Parish Clerk explained that further to the latest vacancy it should be noted that CDC have confirmed that should a suitable person wish to join the Parish Council under this vacancy they could now be co-opted. There are 4 spaces, all co-optable.	
56/20	<b><u>CONFIRM MINUTES OF THE LAST MEETING held on 10<sup>th</sup> February 2020</u></b> The Minutes for the Parish Council meeting held on 10 <sup>th</sup> February 2020 were accepted and Cllr Burborough proposed that they be approved, this was seconded by Cllr Holden and they were then signed by the Chairman.	
57/20	<b><u>MATTERS ARISING:</u></b> To deal with any matters arising from the Minutes of the last meeting. None.	
58/20	<b><u>REPORTS FROM EXTERNAL BODIES:</u></b>  <b><u>CDC Member for the Goodwood Ward, Cllr Henry Potter</u></b> emailed his report which was read out by the Chairman: <i>Progress is being made towards the compulsory purchase of large tracts of the land over at The Tangmere Strategic Development Land. This is such an important contribution to the Districts 5 year supply of available housing developments, that a CPO is the only way settle the disagreements between the various land owners. This is a big step for the District Council but it has to be done. One small consolation is the number of houses has been reduced from the original 1,500 to a revised number of 1,200. Still a considerable number of people in cars spilling on to the already congested A27 at Temple Bar.</i> <i>The Budget for the forthcoming year, 2020/21 has been set and to be agreed by the Full Council on Tuesday, 3rd. This amounts to £14,235,800 in respect of the Councils own services provision and represents a 3.11% increase for the average Band D tax payer bringing their contribution to £265.81 pa. Regrettably other increases for Sussex Police and WSCC precepts are not so modest.</i> <i>The Allowance scheme for elected Members underwent a review last year by a Independent Remuneration Panel. This is the first review since 2015 and the recommendation of the Panel is for Members basic Allowance be increased from £4,725 to £5,200 with effect from 1st April 2020. Other Special Responsibility additional allowances have also been recommended for modest increases, for example chairpersons of committees, the Leader but not the Chair of the Council. I hope you'll all appreciate that you don't become a District Councillor for the pay!</i> <i>Finally, since agreement was reached that Henry Boot Associates were the preferred bidder, we are waiting for further ideas for the Southern Gateway Project when the actual Appointment of Henry Boot will be announced. Throughout the process of design for this huge scheme, all details will be scrutinised by the Councils own Overview and Scrutiny Committee and of course be subject to all Planning controls.</i> <i>With regard to the removal of the hedging and trees along Madgwick Lane, as reported by Bill Harding, this is currently in the hands of the Enforcement Team at the District Council.</i>  There were no comments or questions on Cllr Potters report.	

**WSSC Cllr Jeremy Hunt** gave his report:

*Firstly, as I said in my mail to Linda, I apologise for missing your last meeting, but I was flat out finalising my presentation to the County Council meeting of our budget for 2020/21, our MTFs through to 2023/24 and our capital programme through to 2024/25. I am pleased to say that these were all approved at our meeting on 14th February. However, the not so good news is that, despite some additional funding from Government for 2020/21, it is not nearly enough to balance our books. So unfortunately, we are having to increase council tax for core services by 1.99%, and additionally a 2% increase specifically for adult social care, giving a total increase of 3.99% (an increase of just over £55 for a band D taxpayer). All the budget papers are available on our website and of course, as with all our meetings in public, the webcast is available for up to six months - I believe.*

*We have faced a number of challenges this year, of which you are no doubt aware, so I thought it would be useful if I updated you on a few of those issues:*

- *As far as Children's services are concerned, I am pleased to announce that Lucy Butler, an experienced Director of Children's Services, has been appointed by WS to lead our Children's services and will be starting in April. She will be picking up the good work that has already been started around the Children's services improvement plan and taking that forward. I will update you over the coming months.*

- *As far as the F&RS is concerned, Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services revisited the service last month, and has reported that the service has made 'tangible improvements' in a number of areas, especially in prevention and protection activities. The inspectors noted 'a clear commitment' by the fire service and West Sussex County Council to make improvements. The inspectors went to five stations and they noted that staff told them they felt supported and included in the improvement work. In her conclusion, the lead HMI Inspector of Fire and Rescue Services, said: "During this revisit we found a clear commitment from the F&RS and WSSC to make the improvements the service needs. You recognise that more action is necessary, but we have seen tangible improvements". This inspection report clearly demonstrates the councils commitment to improving our F&RS with the aim of making one of the best in the country. And whilst talking about the F&RS I would like to thank them for the very speedy and professional way that they handled the two recent fires in Westhampnett, at Jewsons and then at the amenity tip. I did check recently, but to date I don't believe a cause of either fire has been identified.*

- *Highways is always one of the major concerns across the county and the continuous wet weather we have had over the last month has done an awful lot of damage to our roads. Please continue reporting any potholes - or other highway issues - by either using the Love West Sussex app or going on line to Love West Sussex. Our highways teams continue to take action against potholes, with 2,479 repairs completed across the county in January – that's an average of more than 110 potholes repaired every working day. We have also increased the number of repair teams tackling these issue from 8 to 12. With over 2750m miles of highway to maintain, and with this recent weather which has played havoc with our roads, all I would ask for is a little patience and of course some careful driving. I am obviously aware of the particular issue of road flooding in Westerton, and as some of you know I have been monitoring the situation as well as discussing it with our Op. Watershed team. To date it has been agreed that WS Highways will jet and investigate the gullies and drain that runs under the road, but as you can imagine, we do currently have a huge backlog of work. Following on from that we can then formulate a plan of action. As I said in January, the OP. Watershed team are aware of this - and have been in touch with Linda already - so I will be working closely with Garry (Op. W'shed officer) and the PC to get this sorted out in due course.*

*And finally, to finish with a couple of really good news items that your County Council promotes:*

- *Firstly, WS is currently running a 'Donate a Tree' scheme, whereby for a donation of £150 we will supply and plant a new tree in the next planting season (November through to February).*
- *The tree will be a staked, container grown 'extra heavy standard' (approximately 2-3 meters tall), with a strimmer guard and irrigation tube installed.*
- *you can request a list of tree species appropriate to your location to choose from.*
- *For the first three years after it is planted, the tree will receive an annual visit from the Young Tree Maintenance Team.*
- *If the tree dies or becomes unviable due to damage or vandalism in the first 12 months after planting, we will guarantee a replacement in the next planting season.*
- *If we receive your request by the end of August, this will guarantee the tree is included in the upcoming planting season.*

- *And secondly, between April and the end of December last year, just over £2.5m of additional benefits were received by county residents aged over 50, after they received the help of the Age UK West Sussex Money Advice Service. This Service offers advice in a range of areas, including pensions, benefits, managing debt and budgeting. It is being promoted in conjunction with the Council's Age Well campaign, which aims to help people stay well, healthy and independent as we all sadly grow older. The Money Advice Service is part of the Carewise care funding advice scheme – a partnership between West Sussex County Council, Age UK West Sussex, the Society of Later Life Advisers and West Sussex Partners in Care. So, please spread the word, particularly to your older residents, and encourage them to take advantage of the free service, which can help them manage their finances, as well as find out if they are eligible for any extra income that they might not be claiming. To find out more about the Age UK West Sussex Money Advice Service contact [information@ageukwestsussex.org.uk](mailto:information@ageukwestsussex.org.uk) or call 0800 019 1310 between 10am and 2pm, Monday to Friday. You can also visit the Age Well campaign page at [www.westsussex.gov.uk/agewell](http://www.westsussex.gov.uk/agewell) for more advice, events and tips.*

Cllr Hunt then confirmed that the Cycle Lane should be finished in a couple of weeks, and certainly by the end of March.

<p><b>58/20 Cont.</b></p>	<p>Cllr Hunt was asked about possible water contamination following the recent <u>HWRS Fire</u>. He said the lake was a closely monitored amenity site for watersports. He advised that the new building would have thermal detectors and sprinklers, and the completion of this building, due in early summer, was not affected by the Fire. The provision of Air Pollution monitors had been requested by residents and he would raise that with his colleagues.</p> <p>Cllr Hunt asked if <u>Agenda Item 11 Flooding at Westerton Lane / Sidengreen Lane</u> could be dealt with next. The Chairman agreed. See Minute 63/20 for details.</p> <p>Cllr Burborough asked Cllr Hunt when the Travellers Site was going to re-open as there were Travellers in Northgate. Cllr Hunt advised he would check this.</p> <p><b>Mr Andrew Ball, Roll Royce:</b> At the close of this business day there was no report from Mr Andrew Ball of Rolls Royce. Subsequently a report was received and will be included in the next PC meeting.</p>	<p><u>JH</u></p> <p><u>JH</u></p>
<p><b>59/20</b></p>	<p><b>MEMBERS' REPORTS:</b></p> <p>Cllr Burborough said she had attended the meeting of <u>South Chichester County Local Committee</u> on 3rd March. The <u>Road Audit</u> had received over 1000 comments and there is to be a report to WSCC at the end of April. If the scheme goes ahead as it is, the implementation will be this Autumn. A partial implementation is possible, but this may have a knock-on effect to other areas not implemented. <u>School Closures</u> were discussed. The old CIF Funding has been replaced by <u>Spacehive crowd funding</u>, Parish Councils can apply in respect of projects, and there is also a micro fund for projects under £750. The next SCCLC meeting is in June, and the Hornet Lights system will be discussed.</p> <p>The Parish Clerk had attended the <u>Goodwood Aerodrome Consultative Committee</u> meeting on 5<sup>th</sup> March, there being no Councillor available to do so. The main points to note were: The <u>Fixed Wing runways</u> are back in use from 9<sup>th</sup> March, and flying will return to usual patterns. <u>Spitfires</u> are currently at Lee-on-Solent, to return to Goodwood from 1<sup>st</sup> June to 20<sup>th</sup> August, and will then go back to Lee-on-Solent after 20<sup>th</sup> August. In 2021 they will be at Goodwood all the time. <u>Flying</u> is permitted between 0700 and sunset or 2100, and only 2 nights in any 7-day period. Generally, the Aerodrome closes at 6pm. The <u>runway 24-06</u> works are postponed until April 2021, and the only runway in use in 2021/2022 will be 32-14. It was confirmed that <u>Drone flying</u> is not permitted, including Model Aircraft, within 2 nautical miles of the Aerodrome. The next meeting is on 15<sup>th</sup> July at 10am.</p>	
<p><b>60/20</b></p>	<p><b>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</b></p> <ol style="list-style-type: none"> <li><b>Hedgerow at Madgwick Park:</b> A resident had reported that the hedgerow was being cut down alongside Madgwick Lane in apparent contravention of the planning permission for the development. After contacting the Planning dept at CDC, the Planning Enforcement officer contacted the developer and has put condition on the replacement of the hedgerow wrongly taken out. To be checked.</li> <li><b>Flashing 30mph Sign:</b> It is now working, thank you WSCC.</li> <li><b>BT Phone box at Westerton:</b> BT have repaired this very speedily, thank you to them.</li> <li><b>Lights at the Entrance to Goodwood Motor Circuit:</b> A resident reported a bright light on all night, which was also blinding drivers in the vicinity. This was taken up with the Aerodrome and remedial actions have taken place, by replacing a faulty timer and repositioning it.</li> </ol> <p>Cllr Hunt left the meeting at 8.05pm.</p>	<p><u>LFL</u></p>
<p><b>61/20</b></p>	<p><b>PLANNING MATTERS:</b></p> <p><b><u>Planning Update since the last Parish Council Meeting on 10<sup>th</sup> February 2020.</u></b></p> <p><b><u>New Planning Applications for the period week 7 (12/02/20) to week 10 (04/03/20) inclusive</u></b></p> <p><b><u>WH/20/00306/DOM</u></b> - Case Officer: Oliver Naish Mr &amp; Mrs P Mc CORMACK 23 Lillywhite Road Westhampnett PO18 0SQ Single storey rear extension. O.S. Grid Ref. 488285/106497 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q56NT5ERFFU00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q56NT5ERFFU00</a></p> <p>PC must comment by <b>18/03/20</b></p> <p><b><u>WH/20/00347/LBC</u></b> - Case Officer: Maria Tomlinson Mr John Brown Grayle House Stane Street Westhampnett PO18 0NT Removal of existing toilet, enlargement and alteration to existing kitchen at ground floor level. Creation of a bathroom/shower room at ground floor level. Alterations to bathroom and airing cupboard at first floor level. O.S. Grid Ref. 488048/106155 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q59YJLERFIG00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q59YJLERFIG00</a></p> <p>PC has reviewed and has no comments to make.</p>	<p><u>LFL</u></p>

**Update on outstanding Planning Applications**

**WH/20/00097/FUL** - Case Officer: Jeremy Bushell

Crayfern Homes

Land Adjacent To Hadrian Drive Westhampnett Chichester

Erection of 9 no. dwellings, parking, landscaping and associated works.

O.S. Grid Ref. 488507/106267

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q45N6HERME600>

**The Parish Council submitted the following Comments:**

**APPLICATION WH/20/00097/FUL**

Erection of 9no. dwellings, parking, landscaping and associated works.

Land adjacent to Hadrian Drive Westhampnett, Chichester, West Sussex. PO18 0FP

The Parish Council Objects to both aspects of this application.

1. The Parish Council objects to the proposed Change of Use from Classes A3 (restaurants & cafes) and A4 (drinking such as public houses and wine bars) to Housing on this parcel of land.

**Existing Planning Status.**

Appeal decision APP/L3815/A/12/2188243.

In 2013, permission was granted on appeal for 99 houses, a Community Hall and, on this parcel of land, for a public house/restaurant not to be used other than for purposes falling within Classes A3 and A4 of the Town and Country Planning (Uses Classes) Order 1987 (as amended), or in any provision equivalent to that Class in any statutory instrument revoking and re-enacting that Order. Subsequently planning permission was granted for the number of houses to increase to 100 with the incorporation of the existing house standing on the former Nursery site.

The housing developers were required to market the Pub/restaurant site for 2 years. This was subsequently increased to 3 years and the time period has now expired.

In the event of failure to obtain a buyer for the pub/restaurant site NO FALL BACK alternative designation for the land was identified when the original appeal decision was made.

Properties on the Roman Walk housing estate were marketed on the basis that a pub/restaurant would be built as part of the development. This influenced the decision of purchasers when considering to buy a property.

Although originally required to market the site for 2 years, the Parish Council understands that this was subsequently extended for an additional year by Chichester District Council.

The developers did market the site as required however the Parish Council questions whether the marketing was conducted as pro-actively as possible, it is acknowledged that initially a hoarding advertising the opportunity was displayed on the site. This subsequently disappeared after the housing development was completed. During the third year there was no visual advertising on the site and little attempt seems to have been made by the developers.

**Social Need.**

Over 20 objections from local residents have been logged objecting to this application. The majority of which wish to see this parcel of land retained for a community facility as originally intended, to provide social wellbeing and serve a social need for the community. A pub/restaurant/cafe would fulfil this social need and complement the facilities provided by the Community Hall and public open space/play area.

The population of Westhampnett parish has increased significantly in recent years and when Madgwick Park has been completed in 2022 there will be approximately 1000 homes. There are no local pubs in the vicinity and drinking and driving is rightly discouraged.

The developers have failed to procure a buyer for a pub/restaurant. However recently there has been a change in the market with the rise of small micro-pubs. Maybe with a different marketing strategy this could be explored.

**In conclusion.**

This parcel of land forms one of 3 adjacent areas defined for public and recreational use within the overall permitted development, namely: -

- Public Open Space, with a children's play area;
- A Community Hall;
- A pub/restaurant.

The public open space and Community Hall have now been completed.

The land was identified for a community facility as part of the permitted planning application. The Parish Council, parishioners and local residents of Roman Walk wish the land to remain as a community facility as originally intended.

Currently,

- the land is undeveloped,
- it is FORMER HORTICULTURE LAND;
- WAS NOT IDENTIFIED FOR HOUSING;
- WAS IDENTIFIED FOR COMMUNITY USE

As the permitted use has now lapsed and it is now over 5 years since planning permission was granted at appeal, the designated use for the land must surely revert its former classification, which was for horticulture.



## 2. APPLICATION WH/20/00097/FUL

Erection of 9no. dwellings, parking, landscaping and associated works.

The Parish Council Objects to the proposed application for the following reasons: -

### 2.1 Siting.

The proximity of residential dwellings with associated parking, adjacent to the Community Hall, is likely to cause conflict and potentially compromise the use and activities within the Hall.

### 2.2 Car parking.

Car parking to the north of the dwellings, adjacent to the public footpath encircling the public open space beyond, is unacceptable.

- By introducing vehicles to the north of the dwellings, the ambience created around the public open space is compromised.
- Vehicle movements adjacent to the footpath create a potential safety risk for pedestrians, children and animals.
- Access/egress to/from the parking area is on a bend in the road and creates a potential hazard.

Car parking in the southern courtyard is poorly sited. Access into the dwellings through the front door is from the east. The only direct access from the (west) parking court into the dwellings is through the living room, which is not desirable. It is likely to result in parking on the road by residents, delivery vehicles and visitors, in order to access the dwellings via the (east) front door.

### 2.3 Access Road.

The access road east of the site, to the southern parking areas is only sufficient in width to allow two vehicles to pass. It is not wide enough to accommodate parked vehicles. No provision has been made for lay-by parking and any on-road parking would form a hazard.

This road services the Community Hall with potentially considerable vehicle movements at periodic times. Again, there is a potential for conflicts of interest.

In the event of on-road parking, access for emergency and refuse vehicles, together with vehicles servicing the Southern Water pumping station, would be compromised.

### 2.4 Density.

The proposed development significantly exceeds the overall density of Roman Walk and is out of keeping with the rest of the development. This high density is considered to be unacceptable and an over development of the site.

### 2.5 The Site.

The applicant states that contamination is not anticipated.

Having recently built the adjacent Community Hall, the Parish Council can confirm that it encountered several instances of contamination on the land which had been used for storage during the construction of the Roman Walk. There was also evidence of former deposits during usage as a horticultural holding.

### 2.6 Foul drainage.

The scheme proposes that foul effluent is discharged into the existing foul sewer located in Stane Street. This sewer is already over capacity and failing. Continuous 24-hour pumping from a location in Coach Road since before Christmas 2019 has been necessary in order to contain the situation.

### 2.7 The Design.

No account has been taken of the sloping nature of the site. This is not a flat site. There is a considerable fall from north to south. This is not reflected in the elevations proposed, all of which indicate a flat, level site.

Internal layout – see previous comments in 2.2 carparking, concerning the proposed ground floor layouts in relation to car parking areas, which is not considered satisfactory.

### 2.8 Housing Need.

Whilst there may be a shortfall in housing provision within the Local Plan, Westhampnett Parish has already fulfilled its housing requirement within adopted the Local Plan. 300 homes are currently under construction less than a mile away, within the Parish and currently there is no identified need for growth.

In conclusion, this application represents an overdevelopment of the site.

Westhampnett Parish needs a period of time to absorb new residents into the community, enhance existing facilities, develop new and develop social cohesion. It does not need further housing development.

**WH/19/03202/FUL** - Case Officer: William Price

Mr Kevin Carter

Chichester Contract Services Stane Street Westhampnett Chichester

Change of use of part of adjacent travellers site to extend depot, replacement and upgrade of existing depot yard flood lighting, installation of commercial vehicle washing station and removal of existing modern wall that currently is on top of Tudor historic wall.

O.S. Grid Ref. 487970/106032

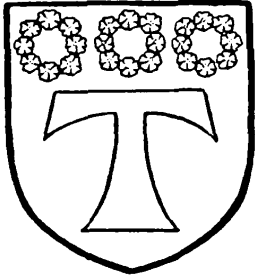
To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q3IXU5ER0UX00>

61/20 Cont.	<p><b><u>The Parish Council submitted the following Comments:</u></b></p> <p>WH/19/03202/FUL - Case Officer: William Price Westhampnett Parish Council wishes to OBJECT to the following two elements of this Planning Application in regard to Fencing:</p> <p>1. The suggested Galvanised Steel Palisade Security Fencing A-B along Stane Street at 2.4m high is higher than the existing Travellers Site Wall at the eastern end, resulting in an overbearing effect, the use of that material has an industrial look, and overall it is out of keeping with the existing Brick and Flint Wall adjoining it. The Parish Council requests that this be moderated to a lower level with a more rural colour finish in order to provide security but blend in, or alternatively an extension to the existing wall in the same build materials be made to match in (along the line of the fence, not on top of the Tudor wall).</p> <p>2. In the application form Section 15, the question "Are there trees or hedges on the proposed site" has been answered as No. On drawing PL.01 REV P2 LOCATION PLAN AND EXISTING AND PROPOSED BLOCK PLANS (A1) the substantial mature native hedge at the front of the property is clearly shown and it is confirmed that it exists as at today. However, on PL.02 REV P1 NORTHERN BOUNDARY DETAILS (A1) the hedge is shown as removed, due to the realignment of the parking bays. Whilst the suggested wooden post and rail Fencing C-D along Stane Street at 1.1m is an acceptable height and material/style, this fence is shown as instead of the hedge. The Parish Council requests that the hedge is replanted, either on the Stane Street side of the fence, or without a fence, in order to maintain wildlife habitat and the rural aspect of the area.</p> <p>The Parish Council would ask that the view along Stane Street should be maintained in keeping with the rural characteristics of the area, the hedgerow opposite and the rest of Stane Street in that vicinity.</p> <p><b><u>Decisions</u></b></p> <p><b><u>SDNP/19/06053/LIS</u></b> Goodwood Estates Company Ltd Case Officer: Louise Kent Conversion of existing room used as workshop to form new bar area (internal reorganisation of existing Gordon Rooms use) The Gordon Rooms, Hat Hill Road, Goodwood, Chichester, West Sussex, PO18 0PY <a href="https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=Q2PHZ0TUJQQ00">https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=Q2PHZ0TUJQQ00</a> Grid: 488594 108805</p> <p><b>APPROVED ON 13/02/20</b></p>	
62/20	<p><b><u>LOCAL PLAN &amp; NEIGHBOURHOOD PLAN:</u></b></p> <p>Cllr Burborough explained that the Parish Council has been advised that the updated CDC Local Plan will not be ready by 15<sup>th</sup> July 2020 when the current one expires, and so Planning Policy will fall back onto the NPPF. This opens Chichester as an Area and Westhampnett as a Parish, to planning applications which might previously have been refused, as they would be decided using the over-riding Government requirements, rather than local ones. She further explained that the Parish Neighbourhood Plan is not completed at this present time, and although that does bring a capped CIL payment, even taking the Neighbourhood Plan through to Made Status would mean that only new planning approved after that date would provide an uncapped CIL payment. So, even though Madgwick Park is not completed, none of the development would be included for an uncapped CIL payment.</p> <p>The Neighbourhood Plan would need serious updating to take account of the changes that have occurred since its inception, and it is a long way off being ready to submit. Also, another residents Questionnaire would be needed, and all this could take 1-2 years, and then it would have to be submitted to CDC for approval. Cllr Burborough asked if there were any volunteers who would like to take this on? No-one in the room offered.</p> <p>Mr Don Milton, a resident, said he was frustrated by the process, and does not see the value of it as CDC are driven by the Government.</p> <p><b><u>Conclusion:</u></b> The Parish Councillors concluded that they see no value in doing the Neighbourhood Plan, in view of the recent history of other Parishes. This decision could be reviewed at a later stage if there was felt to be a benefit to the Parish. A small document or statement should be sent to CDC to say that the Parish Council have a wish list for the Parish. This document to be drawn up for approval by the Councillors.</p>	LFL
63/20	<p><b><u>FLOODING AT WESTERTON LANE / SIDENGREEN LANE</u></b></p> <p>Cllr Hunt advised that he had received an email from Gary Rustell, WSCC, who has suggested this issue could be tackled using the Operation Watershed scheme. This would need 3 quotations for the necessary work, and the application would be considered. However, it may be several months before the work can be undertaken. Cllr Hunt advised he would talk to Goodwood in order to arrange a meeting between Goodwood and WSCC to decide a process, and he asked for a little time to get this done.</p>	JH / WH
64/20	<p><b><u>STATE OF FOOTPATH 417 &amp; SOUTHERN WATER WORKS</u></b></p> <p>Cllr Holden clarified that Footpath 416, 417 and Sidengreen Lane were all affected, with Footpath 416 impassable and quite dangerous. The Parish Clerk confirmed that Steve McKendrick, Senior Site agent for MGJV with Southern Water will be visiting the site tomorrow. Cllr Holden said questions that need to be asked are: When will it be completed and made good? When will all the fencing go? If the work is in the Spring this will affect the wildlife, especially migrating birds? A close eye needs to be kept on this matter.</p>	LFL

65/20	<p><b><u>COMMUNITY HALL:</u></b></p> <ol style="list-style-type: none"> <li><u>6-month review of the build:</u> Mrs Jean Hardstaff had prepared a list of defects in readiness for the site meeting. Included within this is a drawing of the proposed Railings on the retaining wall, and some Steps. After discussion, the Councillors agreed that only Railings were necessary, with no Steps, and with the Railings along as far as needed to comply with the height regulation on the ramp. Mrs Hardstaff will request a quote from Reillys for this work.</li> <li><u>Deal with any urgent business:</u> The Parish Clerk has had to issue a <u>Coronavirus Notice</u> with details taken from NHS UK. This Notice is to be displayed at the Community Hall, on all Noticeboards, website, and Facebook. It may be necessary to close the Hall. Cllr Moth advised that this was highly likely.</li> </ol> <p>Mr Don Milton, a resident, said Congratulations were due for our lovely Hall.</p>	<p><u>JLH</u></p> <p><u>LFL / CMcL / WH</u></p>
66/20	<p><b><u>PLANTING PROJECT:</u></b></p> <p>Cllr McLeish confirmed that the Woodland Trust native hedgerow trees have arrived, and they are to be planted on this coming Saturday afternoon, details to be put on FB. Some photos will be taken, and Tea and Biscuits provided for the helpers.</p> <p>The rest of the project, regarding spraying/seeding/turfing/path, is being overseen by Cllr Holden. The Parish Clerk confirmed that the donation of £1000 for turf from BDW Homes has been received.</p>	<p><u>CMcL</u></p> <p><u>WH</u></p>
67/20	<p><b><u>VISIBLE "ENTRANCE" TO EACH PART OF THE PARISH:</u></b></p> <p>Cllr McLeish reported that sites had been agreed with WSCC Mike Dare. She had obtained some quotes and the project would cost circa £5,000 from NBB. WSCC Darren Rolfe has confirmed that the West Sussex Volunteers could be able to assist, other commitments depending.</p> <p>Cllr Moth questioned the value of having these "gates", especially as it seems there is now not a possibility of having a 30 mph roundel on them.</p>	<p><u>CMcL</u></p>
68/20	<p><b><u>FOOTPATH BETWEEN MADGWICK PARK AND THE CHURCH:</u></b></p> <p>The Parish Clerk apologised that she had not been able to do any more on this project, as yet.</p>	<p><u>LFL</u></p>
69/20	<p><b><u>ALLOTMENTS:</u></b></p> <p>The Parish Clerk apologised that she had not been able to do any more on this project, as yet.</p>	<p><u>LFL</u></p>
70/20	<p><b><u>VE DAY ON 8<sup>TH</sup> MAY 2020:</u></b></p> <p>Cllr McLeish advised that there was to be a VE Day planning meeting on 16<sup>th</sup> March. She had approached the Church, and the WI would be interested to help. Details as a result of this meeting would be passed to Cllr Holden in time for the Hall Committee Meeting to take place later that evening. Richard Skillern confirmed he had booked the Community Hall 1pm-6pm on 8<sup>th</sup> May.</p>	<p><u>CMcL</u></p> <p><u>WH</u></p>
71/20	<p><b><u>ANNUAL PARISH MEETING: DATE, FORMAT AND SUBJECT/s:</u></b></p> <p>After a discussion it was agreed that this should be held on 11<sup>th</sup> May, immediately prior to the PC Meeting. The Parish Clerk to update the website and issue a revised Dates sheet to all for the Noticeboards. The Agenda will be an invitation to come to the meeting and advise what further indoor and outdoor facilities residents would like to see in the future.</p>	<p><u>LFL / ALL</u></p>
72/20	<p><b><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u></b></p> <p>The subject of Grants to be included on next Agenda.</p> <p><b>Cllr Moth left the meeting at 9.00pm.</b></p>	
73/20	<p><b><u>PARISH FINANCIAL MATTERS:</u></b></p> <ol style="list-style-type: none"> <li><u>To approve the accounts up to 29<sup>th</sup> February 2020.</u> The Current Account payments and receipts spreadsheet had been previously circulated to the Councillors. The Barclays Bank account at £70,405.92 and NS&amp;I account at £289,063.29 both balance to the income and expenditure so far this year. The accounts were signed by Cllr McLeish.</li> <li><u>To note the movement has been made of all CIL monies received to date at £105,514.67 to NS&amp;I.</u> This was noted.</li> <li><u>To note the movement has been made of all VG monies received on 25/01/2019 at £147,286.25 to NS&amp;I.</u> This was noted.</li> <li><u>The purchase of a replacement mower</u> was discussed and agreed. This will include the trade-in of the old mower. Cllr McLeish proposed, Cllr Holden seconded, and all present voted in favour. The Parish Clerk to confirm to the supplier, and action.</li> </ol>	<p><u>LFL</u></p>
74/20	<p><b><u>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS:</u></b></p> <p>None.</p>	
75/20	<p><b><u>DEALING WITH LOCAL ISSUES</u></b></p> <p>None.</p>	
76/20	<p><b><u>QUESTIONS BY THE PUBLIC</u></b></p> <p>Mrs Maggie Walsh, a resident, asked about the replacement glass in the <u>Maudlin bus shelter</u>. The Parish Clerk advised that WSCC were arranging for all 3 new bus shelters to have toughened glass installed.</p>	
77/20	<p><b><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 20<sup>TH</sup> APRIL 2020 AT WESTHAMPNETT COMMUNITY HALL</u></b></p> <p>Noted.</p>	
78/20	<p><b><u>CLOSE MEETING</u></b></p> <p>The Chairman closed the meeting at 9.05pm.</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

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## Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 20<sup>th</sup> April 2020 via Zoom

### Present:

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

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

3 members of the public also attended.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
79/20	<b><u>OPEN THE MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b> Cllr McLeish (Vice-Chairman) stood in as Chairman for the Meeting. She opened the meeting, welcoming all via Zoom.	
80/20	<b><u>DISCLOSURE OF INTERESTS</u></b> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).	
81/20	<b><u>CONFIRM MINUTES OF THE LAST MEETING held on 11<sup>th</sup> March 2020</u></b> The Minutes for the Parish Council meeting held on 11 <sup>th</sup> March 2020 were accepted. Cllr Burborough proposed that they be approved, this was seconded by Cllr James, all were in favour and they were then signed by the Chairman.	
82/20	<b><u>MATTERS ARISING:</u></b> To deal with any matters arising from the Minutes of the last meeting. None.	
83/20	<p><b><u>REPORTS FROM EXTERNAL BODIES:</u></b></p> <p><b><u>WSCC Cllr Jeremy Hunt gave his report:</u></b></p> <p><i>Parish Update, W/E 17/04/20</i></p>  <p><i>There is a huge amount of cross county work going on to ensure the safety of our residents, particularly the elderly, the vulnerable and of course all those children in our care. The County Council is working closely with all the District and Boroughs across the county and together we have put in place many emergency plans to try and minimise the impact of this outbreak of Covid 19. This is a very fast changing scenario, so plans are often updated very quickly as the government give us new directives. Locally, both the County Council and CDC are working very closely together and staff from both councils are working extremely hard to support all our residents and businesses.</i></p>	

83/20  
Cont.

I would also like to thank all the PC's, RA's and the many local support networks that have been organised, for the work they are all doing in trying to support their communities at this time. Our central hub is trying to coordinate as many of the larger groups as possible, to try and avoid any unnecessary duplication of work.

### **WSSC Community Hub**

The Community Hub is a joint effort with our district and borough partners, the voluntary sector and the business community and is a tailored service at each district and borough level. The service operates seven days a week, from 8.00am to 8.00pm, with a dedicated [web page](https://www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/community-hub-covid-19/) (<https://www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/community-hub-covid-19/>) and a telephone helpline: 033 022 27980. This helpline also operates from 8am to 8pm, 7 days a week. Our community hub site also has links where individuals, as well as organisations, can register to volunteer. As we are working closely with CDC all registrations, whether for help or to volunteer, will be directed to the relevant area.

We continue to prioritise resources for our most vulnerable residents and are making good progress regarding the logistics needed to distribute the food and medicine supplies to those in need.

We are appealing to businesses for support with delivery and equipment and are asking them to get in touch via the website if they can help. We would also like any food producing companies to come forward as we may be requested by government to support their food delivery programme for the most vulnerable/shielded cohort.

Please also remember that there are a number of local businesses that are now offering deliveries of essentials. For example:

Munneries are offering free deliveries of fruit and vegetables (01243 672121)

Goodwood Farm Shop has re-opened and you can pre-order (for collection) meat, cheese, milk - and Goodwood beer! (contact [farmshop@goodwood.com](mailto:farmshop@goodwood.com) or call 01243 755153)

Good News, 5 St Martin's Street, Chichester – Newspaper deliveries and will deliver milk I believe (01243 778877)

A list of businesses offering delivery services in and around Chichester and Bognor can be found at <https://www.chichester.co.uk/business/chichester-and-bognor-businesses-offering-deliveries-and-takeaways-during-coronavirus-outbreak-2505310>

Whilst talking about community support, I would like to say a huge thank you to Rolls Royce Motor Cars Limited. Not only are they distributing free copies of the Chichester Observer to Westhampnett residents in a Rolls Royce – surely the smartest delivery vehicle ever – but they have also put their fleet of cars at the disposal of a number of organisations, including the County Council, for urgent deliveries. I also understand that Rolls Royce have adapted their engineering facilities to the production of PPE, particularly face masks. Apart from thanking Rolls Royce I would also like to express a big thank you on behalf of the County Council and the local community, for all the staff who have volunteered to both drive the cars and work in the plant. Thank you for your fantastic support.

### **WSSC Coronavirus Webpage**

We have a dedicated webpage which covers virtually all aspects in relation to Coronavirus. It also contains many links to other websites where you can find additional information, including a link to the CDC hub. This page can be found at <https://www.westsussex.gov.uk/campaigns/coronavirus-covid-19/> and it is updated daily. At the moment we are also continuing to issue our Town and Parish News, as well as regular press releases (<https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/>). Please check these sites regularly, particularly both our Coronavirus website and the CDC coronavirus website, for regular updates.

### **Other Updates**

- As of 1<sup>st</sup> April, the new highways contracts are in place. Obviously, a lot of our normal highways work has had to be curtailed, due to both shortage of labour and shortage of being able to source materials. However, we are continuing to repair potholes, but last week we were down to about five teams from the normal twelve. A number of our office staff have been reassigned to support many of our pressing frontline duties, so progress on such things as TRO's, community highways schemes, whilst still progressing, could well be impacted. As I said, it changes by the day, so please bear with us during these challenging times.
- Also, as of 1<sup>st</sup> April there has been a reorganisation of the highways team. There will be three area highway teams each one aligned to two Districts and Boroughs. Chris Dye is now the Highways Operational Manager for Western and Central areas. Under him is Chris Stark who is the Area Highway Manager for Chichester and Arun. Each Highway manager will be supported by an assistant area manager, a traffic officer and a team of stewards, as well as a technician to provide further support. Whilst many of the responsibilities will be as they currently are, more reliance will be placed upon the delivery team to support Traffic Regulation Order (TRO) and Community Highway Scheme (CHS) delivery. Routine inspections have been separated from the

- *local teams and consolidated into a dedicated team with separate management. A dedicated resource is being employed to lead on supporting liaison with towns and parishes and the Improving Local Places and Spaces offer. It is obviously very early days, and of course we have the current coronavirus challenges as well, so please be patient until the new team is bedded in. Our new man on the ground, Chris Stark, is an experienced officer and previous to this post he was doing the equivalent job in the Horsham area, so I'm sure everything will run smoothly.*
- *There has been a lot of concern about the closure of our amenity waste sites. Our original decision was not taken lightly, but after there were a number of issues around Viridor staff being abused, and in one case spat at, whilst trying to ensure that everyone kept their social space, as well as traffic chaos at some sites, Viridor took the decision, supported by us, to close the sites. As it happened, this was closely followed by the closure of all such sites across the country. I am pleased to say that many staff have been moved to support the local D's and B's to maintain, as far as possible, the normal waste collections. I must congratulate CDC on, so far, managing to maintain most of their normal collections.*

**Finally - Stay at home reminders**

*With this warm weather forecast to continue, we will continue to issue communications to urge residents to stay at home. It certainly seems that this message was generally adhered to over the Easter break which is excellent news, so thanks to everyone for their understanding and patience. Unfortunately, it looks as if the need for these measures is likely to continue for a while, but if it means that lives are saved, then it has to be right.*

**Jeremy Hunt – West Sussex County Council Member for Chichester North**  
**c/o Cabinet Office, County Hall, West Street, Chichester, PO19 1RQ**  
**E:Mail [Jeremy.hunt@westsussex.gov.uk](mailto:Jeremy.hunt@westsussex.gov.uk) Tel: 0330222419536**

Cllr Hunt urged all vulnerable people to register with the Government which will then help them to get supermarket delivery slots for groceries.

Cllr Hunt asked if Agenda Item 11 Flooding at Westerton Lane / Sidengreen Lane could deal with next. The Chairman agreed. See Minute 89/20 for details.

Cllr Hunt updated the meeting in regard to the WSCC Travellers Site reopening. He said that work was being done under Permitted Development Rules, which was approved at a CDC Cabinet Meeting on 4<sup>th</sup> June 2019. This would allow the cess pit to be replaced by mains drainage. Cllr Potter said that Southern Water had required a cess pit at the time the site was created as there was no capacity in the sewer pipe in Stane Street. He said it is overloaded now and could be worse with addition of more sewage from the Travellers Site and the CDC Depot.

Cllr McLeish said that Southern Water had promised to improve it, but nothing done, and now it is getting worse and worse. The Councillors requested that the Parish Clerk compose a letter to be sent to Southern Water.

Cllr Hunt concluded by asking that any problems such as potholes, etc should be reported via Love West Sussex.

**CDC Member for the Goodwood Ward, Cllr Henry Potter:**

**District Councillors Report**

*What unprecedented times we are experiencing! But I must say our CEO, Diane Shepherd and her staff have handled the situation admirably and is to be congratulated. Our Leader, Eileen Lintell has been in constant contact with Diane and other members of staff and almost all problems have been addressed. There are a number of staff showing symptoms of Cv 19 and have quarantined themselves and almost all others are working from home. Additional staff, particularly drivers have been recruited and trained to operate the Refuse freighters and to date, all rounds have been completed, maybe not exactly on schedule, but all rubbish is being collected. The reception office at East Pallant House is closed until further notice but all enquiries are being answered in the best way possible from home, allowing for those who are unwell. All Council controlled car parks are now free to users though this isn't to encourage people to leave home but for the benefit of essential Shoppers.*

*The Council have received £37 million from Central Government for small Business Rates relief and our treasury Officers are working on the scheme and payments to our suffering small businesses are already being paid. If this crisis continues for 3 months it is estimated it will cost the District Council about £3 1/2 million in lost revenues, from lost parking charges, a drop in Planning Fees and a certain amount of Licencing Fee revenues. Fortunately, unlike many other Authorities, CDC do have significant reserves to battle this situation and we must be thankful for the past prudence of the Council that this is the case.*

*And that concludes my report.*

*Henry Potter*

Cllr Potter advised that CDC Planning Committee will be meeting soon, but the format is not yet decided.

Cllr Potter also reminded the Parish Council about the CIL Infrastructure items to be reviewed.

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84/20	<p><b><u>COMMUNITY HALL:</u></b> It is noted that due to the Coronavirus pandemic the Community Hall had to be closed on 26th March 2020 until further notice as instructed by the Government.</p>	
85/20	<p><b><u>VILLAGE GREEN AND RICHMOND ROAD, WESTERTON PLAY AREAS:</u></b> It is noted that due to the Coronavirus pandemic the Play Areas had to be closed on 26th March 2020 until further notice as instructed by the Government. The Village Green and the Playing Field at Richmond Road remain open.</p>	
86/20	<p><b><u>WESTHAMPNETT COMMUNITY VOLUNTEERS</u></b> It is noted that due to the Coronavirus pandemic the Parish Council thanks Councillors and residents who have formed the Community Volunteers to help those who need assistance. This is much appreciated.</p> <p>Cllr Holden advised that a Community Volunteer Group had initially been formed at the Community Hall, but once that had to shut Mrs Maggie Walsh had kindly taken on manning the mobile phone for 2 hours daily from 10-12. Mostly residents need information and help with shops / pharmacies, groceries and prescriptions. There are circa 20 volunteers, and RR have offered their fleet of Rolls Royce cars if required. Cllr Holden said demand is not as severe as first feared. Cllr Hunt said that was reflected across the Parishes. Cllr McLeish said there had been 40 calls and people had been signposted to places to assist them. The leaflet advising all residents of the mobile number, times of operation etc had been delivered to all homes and emails had been sent out from Westhampnett Hall email address. Huge thanks are due to Mrs Maggie Walsh, Mr Mark Mason, Mr Bob Keatley, Mr Richard Skillern and Mr Martin Woolf and everyone else involved who had done shopping, collected prescriptions and done deliveries.</p> <p>The new website <a href="https://www.chichesterathome.co.uk/">https://www.chichesterathome.co.uk/</a> has been created by local residents Ms Sara Watkins, Mrs Gemma Young and Ms Emily Penny, and is providing a great help. This provides a directory of all local businesses that can deliver to you.</p> <p>In other Parishes a system of Red Thumbs Down and Green Thumbs Up signs in residents' windows has been adopted. Should the situation get worse again, the Councillors suggested this could be thought about for the Parish.</p>	
87/20	<p><b><u>REPORTS FROM EXTERNAL BODIES:</u></b> All reports deferred to next PC Meeting.</p> <p>An email was read out by Cllr McLeish which has been received from Mr Andrew Ball – RR advising:</p> <p><i>One item that might be worthwhile mentioning on my behalf is that, in the next few days, residents will start to see a minor increase in the number of cars arriving at the manufacturing plant. A small number of employees, mostly involved with maintenance, will be on site to prepare the plant for longer term operations. All will be adhering strictly to Public Health England guidelines.</i></p>	
88/20	<p><b><u>PLANNING MATTERS:</u></b></p> <p><b><u>Planning Update since the last Parish Council Meeting on 9<sup>th</sup> March 2020</u></b></p> <p><b><u>New Planning Applications for the period week 11 (11/03/20) to week 16 (15/04/20) inclusive</u></b></p> <p><b><u>WH/20/00445/FUL</u></b> - Case Officer: William Price c/o Agent Rolls Royce Motor Cars The Drive Westhampnett Chichester Installation of plant and associated works. O.S. Grid Ref. 488512/106717 <u>To view the application use the following link: <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q5P6I9ERFU700">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q5P6I9ERFU700</a></u></p> <p><b><u>The Parish Council submitted the following Comments:</u></b></p> <p><b><u>20/00445/FUL</u></b> Installation of plant and associated works. Rolls Royce Motor Cars The Drive Westhampnett Chichester West Sussex PO18 0SH</p> <p>Westhampnett Parish Council wishes to comment as below:</p> <p>The Parish Council does not wish to object to this application but would ask, that if permitted, Chichester District Council imposes a planning condition as follows: -</p> <p>The operation hours of the plant are in accordance with Clause 7 Results Summary &amp; Assessment of Required Rating Level, 7.1 - 7.6 inclusive (Page 10), of the 24 Hours Environmental Noise Assessment Level Report</p> <p>I.e. between 6am – 11.30pm Monday-Friday, and 6am – 12noon on Saturdays; and NOT the hours as stated on the Planning Application Form, Section 19. Hours of Opening.</p>	

88/20  
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**WH/20/00461/TPA** - Case Officer: Henry Whitby

Mr Toby Pointing

Dovecote View Claypit Lane Westhampnett PO18 0NU

Fell 2 no. Ash trees (T1 and T2) within Area, A1 subject to WH/73/01077/TPO.

O.S. Grid Ref. 488218/106252

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q5U6ZCERFXA00>

**The Parish Council submitted the following Comments:**

**20/00461/TPA** Fell 2 no. Ash trees (T1 and T2) within Area, A1 subject to WH/73/01077/TPO. Dovecote View Claypit Lane Westhampnett PO18 0NU

Westhampnett Parish Council wishes to comment as follows:

The 2 Ash Trees that are the subject of the planning application are within the 73/01077/TPO area, however the Parish Council understands that as they are showing signs of Ash Die Back, they will require felling.

Under Question 5. Identification of Tree(s) and Description of Works the applicant has offered to replant with more suitable sized trees in different areas of the grounds of the nursing home.

The Parish Council would like it to be a condition of any approval given that replanting should take place for each tree using suitable Native species in an approved location.

**WH/20/00736/TPA** - Case Officer: Henry Whitby

Mr Paul Calvesbert

Hadley House Claypit Lane Westhampnett Chichester

Fell 1 no. Cypress tree (T6), 1 no. Sycamore tree (T7) and 4 no. Ash trees (T2, G8, T9 and G10) within area A1, subject to WH/73/01077/TPO.

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=Q72TVVEROSR00>

**The Parish Council submitted the following Comments:**

**20/00736/TPA** Fell 1 no. Beech tree (T1), 1 no. Cypress tree (T2), 1 no. Field Maple tree (T6), 1 no. Sycamore tree (T7) and 4 no. Ash trees (T4, T9, G8 (x1) and G10 x1). All 8 no. trees are within Area A1, subject to WH/73/01077/TPO. Hadley House Claypit Lane Westhampnett Chichester West Sussex PO18 0NU

The Parish Council OBJECTS to this application.

1. The Parish Council OBJECTS to the proposed felling of the following trees:-

T1 Beech; T2 Cypress; T4 Ash; T6 Field Maple; T7 Sycamore; G10 (Sycamore Ash group)

These trees provide a habitat for birds and wildlife and the majority have a projected lifespan of at least 10 years.

As stated by the Parish Council, in the recently refused Planning application 19/01278/DOM:

Recently, Chichester District Council's Cabinet approved investment in a project to enhance Strategic Wildlife Corridors, to safeguard the district's wildlife, allowing species to move and their populations to thrive. Claypit Lane is one of these corridors and properties, on both sides of the lane are affected, of which Hadley House is one.

A wide range of birds and mammals are known to nest, roost and generally use the existing habitat and would be seriously threatened if the proposed number of trees were to be felled. Trees may be replaced but the existing habitat would be severely compromised and may never recover.

2. The Parish Council notes that Ash die-back is present in Ash tree T9 and 1no. Ash tree in G8 in which case, if/when felled, the Council would expect a planning condition to be made requiring that the trees are to be replaced with a suitable species, in a position to be agreed on the Site, in order to maintain the rural nature of the site and habitat for wildlife.



88/20  
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**Update on outstanding Planning Applications**

**WH/19/03202/FUL** - Case Officer: William Price

Mr Kevin Carter

Chichester Contract Services Stane Street Westhampnett Chichester

Change of use of part of adjacent travellers site to extend depot, replacement and upgrade of existing depot yard flood lighting, installation of commercial vehicle washing station and removal of existing modern wall that currently is on top of Tudor historic wall.

O.S. Grid Ref. 487970/106032

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q31XU5ER0UX00>

**Changes to documents now on website on 16<sup>th</sup> April, needs PC to re-assess.  
Decision pending by CDC Planning.**

**WH/20/00097/FUL** - Case Officer: Jeremy Bushell

Crayfern Homes

Land Adjacent To Hadrian Drive Westhampnett Chichester

Erection of 9 no. dwellings, parking, landscaping and associated works.

O.S. Grid Ref. 488507/106267

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q45N6HERME600>

**To be considered by the CDC Planning Committee, date not known**

**WH/20/00445/FUL** - Case Officer: William Price

c/o Agent

Rolls Royce Motor Cars The Drive Westhampnett Chichester

Installation of plant and associated works.

O.S. Grid Ref. 488512/106717

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q5P6I9ERFU700>

**Decision pending by CDC Planning by 21<sup>st</sup> April.**

**WH/20/00461/TPA** - Case Officer: Henry Whitby

Mr Toby Pointing

Dovecote View Claypit Lane Westhampnett PO18 0NU

Fell 2 no. Ash trees (T1 and T2) within Area, A1 subject to WH/73/01077/TPO.

O.S. Grid Ref. 488218/106252

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q5U6ZCERFXA00>

**Decision pending by CDC Planning by 22<sup>nd</sup> April.**

**WH/20/00736/TPA** - Case Officer: Henry Whitby

Mr Paul Calvesbert

Hadley House Claypit Lane Westhampnett Chichester

Fell 1 no. Cypress tree (T6), 1 no. Sycamore tree (T7) and 4 no. Ash trees (T2, G8, T9 and G10) within area A1, subject to WH/73/01077/TPO.

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=Q72TVVER0SR00>

**Decision pending by CDC Planning by 7<sup>th</sup> May.**

**Decisions**

**WH/20/00306/DOM** - Case Officer: Oliver Naish

Mr & Mrs P Mc CORMACK

23 Lillywhite Road Westhampnett PO18 0SQ

Single storey rear extension.

O.S. Grid Ref. 488285/106497

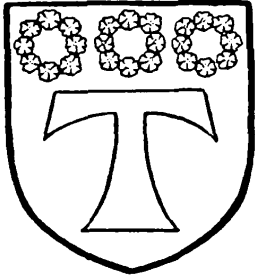
To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q56NT5ERFFU00>

**This was Permitted on 08/04/2020.**

89/20	<p><b><u>FLOODING AT WESTERTON LANE / SIDENGREEN LANE:</u></b>  Cllr Holden confirmed that the extreme flooding on the corner of Westerton Lane has now mostly gone, with about 10% left. When there was heavy rain recently it did drain quite quickly, with lots of water in the ditches. Cllr Hunt said it would take major work under Operation Watershed, and he has received an email from Gary Rustell, WSCC, who attached a quotation from Landbuild. It will need 2 other quotes, perhaps from B&amp;M Plant and one other, must be approved by Highways. Cllr Hunt to forward the email to the Parish Clerk, and a meeting with Goodwood will need to be arranged.</p>	<u>JH / WH / LFL</u>
90/20	<p><b><u>PLANTING PROJECT:</u></b>  Cllr McLeish confirmed that the 250 saplings planted recently have grown, despite the dry weather lately.</p> <p>The weedkilling had been done in preparation for the grass. Mr Bob Keatley, a resident, said that as there are now no weddings at the Community Hall the pressure to turf has gone, and the whole area is to be grass seeded.</p> <p><b>Cllr Hunt and Cllr Potter left the Zoom meeting at 7.49pm.</b></p> <p>There followed a short discussion on the outside area, including the plan sent by the Contractor, and various ideas were put forward. The plans to be finalised by the Hall Committee / Hedge Team.</p> <p>The Parish Clerk is to contact Mr Keatley on 22<sup>nd</sup> April to discuss the revised outside electrical connection.</p>	<u>WH / CMcL / MW</u>  <u>LFL</u>
91/20	<p><b><u>VE DAY ON 8<sup>TH</sup> MAY 2020:</u></b>  The Parish Clerk had emailed a proposal and partially completed VE75 CDC Grant Application form prior to the meeting. The proposal is for a commemorative bench to be located at the junction of FP 416 and 417 at Westerton, together with a plaque to honour the Aircrew who flew from RAF Westhampnett during WW2. Cllr Holden proposed that this suggestion be approved, and this was seconded by Cllr McLeish. It was suggested that the bench should be secured to a concrete base. The Parish Clerk to ask permission from Goodwood and seek approval from CDC for the grant request.</p> <p>For VE Day, it was suggested that as the Fete cannot be held, Garden Parties at each home could be encouraged, decking out houses with red, white and blue, and a have a party outside in the garden. The Royal British Legion website has some ideas.</p> <p>It was further suggested that VJ Day, which is to be celebrated 14-16 August, could be the day for a celebration for Volunteers. Maybe RR would be able to deliver picnics to the Village Green? Ideas to be discussed nearer the time.</p>	<u>LFL</u>  <u>ALL</u>  <u>ALL</u>
92/20	<p><b><u>ANNUAL PARISH MEETING: 11<sup>th</sup> MAY AT 7PM PRIOR TO FULL PC MEETING:</u></b>  Mr Don Milton, a resident, said people were confused by this meeting. The Parish Clerk explained what it is meant for, and that under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, it is possible to not hold this meeting this year.</p> <p>The Councillors agreed that the Annual Meeting is not going to work over Zoom, and is not needed, so it will not be held. The item proposed to be discussed of "What further indoor and outdoor facilities residents would like to see in the future" will be included as an Agenda item in one of the forthcoming Parish Council meetings later in the year when all can attend.</p>	<u>LFL / ALL</u>
93/20	<p><b><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u></b>  None.</p>	
94/20	<p><b><u>PARISH FINANCIAL MATTERS:</u></b></p> <ol style="list-style-type: none"> <li>The accounts up to 31st March 2020 were approved, this was proposed by Cllr James, seconded by Cllr Holden.</li> <li>The addition of Cllr Moth as a signatory on the Barclays Bank Account was approved, this was proposed by Cllr McLeish, and seconded by Cllr Burborough.</li> <li>The Grant request for £250 from Kent, Sussex and Surrey Air Ambulance Trust was approved, this was proposed by Cllr Burborough, seconded by Cllr McLeish.</li> <li>The Grant request for £200 for 2020/21 from Arun and Chichester Citizens Advice was approved, this was proposed by Cllr Holden, seconded by Cllr James.</li> </ol>	<u>LFL</u>  <u>LFL</u>  <u>LFL</u>
95/20	<p><b><u>QUESTIONS BY THE PUBLIC</u></b>  None.</p>	
96/20	<p><b><u>DATE OF ANNUAL PARISH MEETING FOLLOWED BY ANNUAL AND FULL PARISH COUNCIL MEETING: 11<sup>th</sup> MAY 2020 7PM VIA ZOOM</u></b>  Now only the Annual and Full Parish Council Meeting as Annual Parish Meeting has been cancelled for this year.</p>	
97/20	<p><b><u>CLOSE MEETING</u></b>  The Chairman closed the meeting at 8.29pm.</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

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[www.westhampnettpc.co.uk](http://www.westhampnettpc.co.uk)

## Minutes of the Annual and Full Westhampnett Parish Council Meetings held at 7pm on Monday 11<sup>th</sup> May 2020 via Zoom

### Present:

**Parish Councillors:** Cllr C McLeish (Vice-Chairman, and then elected Chairman), Cllr W Holden (elected Vice-Chairman), Cllr S Burborough, Cllr S James and Cllr C Moth.

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

8 members of the public also attended, including Mr A Ball (RR).

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
98/20	<b><u>OPEN ANNUAL MEETING OF THE FULL COUNCIL &amp; TAKE APOLOGIES</u></b> Cllr McLeish welcomed all, and there were no apologies.	
99/20	<b><u>ELECTION OF CHAIRMAN FOR 2020/21:</u></b> The Council will elect a Chairman for the forthcoming year The only nomination for Chairman was Cllr McLeish. Her nomination was proposed by Cllr Holden, seconded by Cllr Burborough and all voted in favour.	
100/20	<b><u>DECLARATION OF ACCEPTANCE OF OFFICE:</u></b> The duly elected Chairman will make a Declaration of Acceptance of Office. Cllr McLeish signed the Declaration of Office, document to be provided to the Parish Clerk after the meeting.	<u>LFL</u>
101/20	<b><u>ELECTION OF VICE-CHAIRMAN FOR 2020/21:</u></b> The Council will elect a Vice-Chairman for the forthcoming year The only nomination for Vice-Chairman was Cllr Holden. His nomination was proposed by Cllr McLeish, seconded by Cllr James and all voted in favour.	
102/20	<b><u>DECLARATION OF ACCEPTANCE OF OFFICE:</u></b> The duly elected Vice-Chairman will make a Declaration of Acceptance of Office. Cllr Holden signed the Declaration of Office, document to be provided to the Parish Clerk after the meeting.	<u>LFL</u>
103/20	<b><u>TAKE OVER THE RUNNING OF THE MEETING:</u></b> Cllr McLeish then took over the running of the Meeting in her role as Chairman of Westhampnett Parish Council.	
104/20	<b><u>DISCLOSURE OF INTERESTS:</u></b> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).	
105/20	<b><u>APPOINTMENT OF COMMITTEE MEMBERS AND APPOINTMENT OF EXPERTS</u></b>  <u>Finance:</u> The following were nominated - Cllr McLeish, Cllr Burborough, Cllr Moth and the Parish Clerk/RFO. These were proposed by Cllr James, seconded by Cllr Holden.  <u>Community Hall:</u> The following were nominated – Cllr Holden and Cllr Moth. These were proposed by Cllr Burborough, seconded by Cllr McLeish.  <u>Village Green:</u> Mr Bob Keatley to be appointed as expert for Play Area inspections on Village Green and Richmond Road. Proposed by Cllr James, seconded by Cllr McLeish.  <u>Planning:</u> Mrs Jean Hardstaff to be appointed as expert for planning matters. Proposed by Cllr Holden, seconded by Cllr Burborough.	

**ANNUAL REPORT OF THE COUNCIL GIVEN BY THE PREVIOUS VICE-CHAIRMAN FOR THE Y/E 31<sup>st</sup> MARCH 2020****Report given by Cllr McLeish:**

I have been a parish councillor for about 15 years and have never experienced such a momentous and busy year! Although the Parish Council has been involved in many activities, I will be as brief as possible and will omit some of the things that we have been involved in.

There were many changes to the council last year with some new faces joining and then leaving, Chairman Bill Harding retiring, followed by some familiar faces kindly returning, Cllr Sharon Burborough and Cllr Caroline Moth and a welcome to Cllr Windsor Holden.

Due to the expansion of the population of Westhampnett, there should be nine possible councillors, but at the present time, only five are filled.

Despite of all these changes, the Parish Council has been extremely busy and productive.

- The long-awaited Community Hall was finally built and fitted out and was warmly received by Westhampnett residents.
- We held a very successful Community Hall opening Ceremony and Christmas Tree event with Susan, Duchess of Richmond officiating which was attended by the community and guests who had helped bring the project to fruition
- The Community Hall Website was launched to assist with advertising and booking
- Towards the end of the year, the shared Cycle Path was completed with three new bus shelters installed
- We notified BT about the damaged phone box In Westerton which was swiftly repaired by BT
- We supported the need for a speed limit reduction on Madgwick Lane from 60mph to 40mph

Some of the ongoing projects

- Liaison with WSCC regarding Parking planning and restrictions
- Traffic congestion at shift change with RR
- Speeding Traffic with Sussex Police and others
- Foul sewer problems with Southern Water
- Drainage issues at Westerton Lane with WSCC and Goodwood
- Ongoing Air quality monitoring and fire risk at the HWRS with WSCC / Viridor
- Landscaping around Community Hall involving weeding, seeding and planting trees
- General upkeep of public footpaths & gates, hedges etc on Goodwood land with Goodwood, the Village Green and Play area and the Richmond Road Playing Field and equipment
- Visible entrance "gates" to each part of the Parish to hopefully reduce speeding
- New path from Madgwick Park to Church
- Allotments for 2021 on the Madgwick Park estate
- VE75 Bench overlooking the airfield
- We would also like some of your ideas for additional indoor and outdoor facilities for the Parish

Councillors regularly attend

- Liaison on Travellers Transit Site with CDC & WSCC
- Goodwood Aerodrome and Motor Circuit Meetings
- WSCC South Chichester County Local Committee
- CDC All Parishes Meeting
- Planning Applications are reviewed and assessed for impact on the area.

None of these successes would be possible without a team of people. In particular, thanks to

- Mrs Jean Hardstaff - for her design work on the Community Hall, project managing and sensible planning advice
- Reillys Construction Ltd for their professional build of the Community Hall and speedy assistance when required
- CDC Cllr Henry Potter and WSCC Cllr Jeremy Hunt for being able to advise and assist with Parish support
- Mr Andrew Ball, Rolls Royce, for assistance with Parish events including the Hall opening
- Thank-you to the Community Hall Committee and other helpers who have made the Hall a success and to the Hall Opening Committee who made the event so successful
- The Westhampnett Hub Coronavirus Volunteers, in particular Mrs Maggie Walsh and Mr Bob Keatley for spearheading this much needed facility
- To the enthusiastic Westhampnett Volunteers for their behind the scenes work in keeping our area mowed and trimmed. The work undertaken in the summer to renovate FP 417 has made the walk from Maudlin to Westerton so much easier. Grateful thanks to Mr Geoff Hardstaff who is stepping down from the group
- Thank you to all the councillors for the hours of work they put in to make living in Westhampnett as enjoyable as possible
- Thank you to Mrs Linda Lanham for being such an efficient clerk and all she does for the community

I would like to close this now by asking you to consider becoming a Councillor, there are 4 vacancies. Many hands make light work and it is an opportunity to help make a difference to the area.

Thank you  
Claire McLeish

There were no questions arising from this report.

107/20	<p><b><u>ANNUAL REPORT ON THE AUDITED ACCOUNTS OF THE COUNCIL FOR THE Y/E 31<sup>st</sup> MARCH 2020</u></b></p> <p><u>Report of Mrs L Lanham, Parish Clerk and Responsible Financial Officer at the Annual PC Meeting</u></p> <p>The Annual Return for 2018-19 was circulated to and approved by the Council. It was then examined by the internal auditors who assigning positive assurances in each relevant category. This was then approved by the external auditors who made no comments on the accounts.</p> <p>The Annual Return for 2019-20, together with a detailed breakdown of the various budget headings is currently being finalised prior to approval by the Council, and submission to the internal and then external auditors.</p> <p>The Council held the precept payable in 2019-20 at the same amount per taxpayer as the year before, but due to the additional council tax base (more housing being built) the actual value of the precept for the year was £43,210. As the council tax base has again increased since 2019-20 the amount to be paid per taxpayer has been kept the same but will provide a higher income to the Council. The Council approved the precept for the coming year 2020-21 at £54,125.</p> <p>The Council holds one Barclays Bank account for general day-to-day expenses, and one NS&amp;I investment account for all the monies for the building of the Community Hall, the Maintenance of the Village Green and accumulated CIL monies.</p> <p>The Community Hall build was completed during the year, with handover on 2<sup>nd</sup> September 2019, and official Opening on 30<sup>th</sup> November 2019. Final works are hoped to be done during Summer 2020 which has been delayed from Spring due to the Coronavirus pandemic. The build is expected to have cost in the region of £654,000 once finalised.</p> <p>The Community Hall fitting out was facilitated by NHB grants and some items of the planned equipment are still to be purchased, again delayed due to the Coronavirus pandemic. These will be purchased in Summer 2020.</p> <p>The Council continues to manage its finances prudently, and significant capital projects are only pursued when grants can be secured, or funds have been reserved for such purposes.</p> <p>There were no questions arising from this report.</p>	
108/20	<p><b><u>CLOSE THE ANNUAL MEETING OF THE FULL COUNCIL:</u></b> The Chairman closed the meeting at 19-18pm.</p>	
109/20	<p><b><u>OPEN FULL COUNCIL MEETING AND TAKE APOLOGIES</u></b> Cllr McLeish welcomed all to the Full Parish Council meeting and confirmed there were no apologies.</p>	
110/20	<p><b><u>DISCLOSURE OF INTERESTS:</u></b> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).</p>	
111/20	<p><b><u>CONFIRM MINUTES OF THE ANNUAL MEETING OF ELECTORS</u></b> held on 29<sup>th</sup> April 2019. To be actioned at this meeting as no Annual Meeting of Electors is to take place in 2020 due to Coronavirus legislation.</p> <p>The Minutes for the Annual Meeting of Electors held on 29<sup>th</sup> April 2019 were accepted. Cllr James proposed that they be approved, this was seconded by Cllr Holden, all were in favour and they were then signed by the Chairman, to be provided to the Parish Clerk after the meeting.</p>	LFL
112/20	<p><b><u>MATTERS ARISING:</u></b> To deal with any matters arising from the Minutes of the last Annual Meeting of Electors. None.</p>	
113/20	<p><b><u>CONFIRM MINUTES OF THE LAST FULL PC MEETING</u></b> held on 20<sup>th</sup> April 2020</p> <p>The Minutes for the Parish Council meeting held on 20<sup>th</sup> April 2020 were accepted. Cllr Burborough proposed that they be approved, this was seconded by Cllr James, all were in favour and they were then signed by the Chairman, to be provided to the Parish Clerk after the meeting.</p>	LFL
114/20	<p><b><u>MATTERS ARISING:</u></b> To deal with any matters arising from the Minutes of the last meeting. None.</p>	
115/20	<p><b><u>REVIEW OF EFFECTS OF CORONAVIRUS ON WESTHAMPNETT PARISH COUNCIL &amp; RESIDENTS</u></b></p> <p>Cllr Holden gave a review of the activities that had been undertaken by the Parish Council in these unprecedented times. The volunteer group of Mrs Maggie Walsh, Mr Bob Keatley, Mr Mark Mason and others have continued to obtain groceries and prescriptions for residents, but the demand is now tailing off. The Hall Bookings mobile phone is now back with Mr Richard Skillern. If another peak happens then the volunteers can mobilise again. As the Coronavirus is roughly half that in other parts of the country, we have not been affected so badly, however the situation is likely to be with us for the foreseeable future, and some effects will be long lasting.</p>	
116/20	<p><b><u>REPORTS FROM EXTERNAL BODIES: including District and County Councillors and local organisations</u></b></p> <p><b><i>CDC Cllr Henry Potter read out his Report:</i></b></p> <p><i>May 2nd 2019 saw the Local Elections take place for District and Parish Councils. This election for Chichester was for a reduced number of Councillors due to the revised boundary changes recommended by the Boundaries Commission, down by 25% from 48 to 36. What this meant for us, first of all, was a change of the name of the Ward from Boxgrove to the Goodwood Ward, and secondly Westhampnett was split from Lavant (which joined Funtington) and was united with West Dean, Singleton, East Dean, Upwaltham, Eartham and Boxgrove. This resulted in fewer Members of the various Committees and a proportionate rise in the work-load. However, it seems to be working thus far. Two of the Senior Management team took early retirement last year, Steve Carvell and Paul Over, Paul has been the lead Officer</i></p>	

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bringing the Southern Gateway Project to fruition but he left his retirement until December after the Special Full Council had agreed the selection of the preferred bidder, Henry Boot Developers, as the lead contractor. HBD is currently, Cv 19 permitting, working up plans and a schedule of works to progress the project. The big question here is funding, once this pandemic looks to be over a review of available finances will surely play a huge part in the future, not just the SGP, but the whole of CDC's operations.

Work continues on the review of the District Local Plan, it was behind schedule since the beginning of the year, it is even further behind now due to the current disruptions. However, the Secretary of State for Housing and Communities is likely to allow the deadline for the submission of the review to slip well beyond July this year.

Another area of the Councils remit is Waste Management which has, as usual been dealt with in the most professional way, particularly during the past 6 weeks. Staff were diverted from other duties or recruited, trained and deployed to cover for those who were obliged to self-isolate and the freighter schedules maintained throughout. Streets are being cleaned and many extra Fly Tips are being dealt with. Many of the homeless, rough sleepers have been helped into accommodation off the streets. Diane Shepherd and her staff at the Council really are to be commended for the effort being put in. Council Meetings resumed last week with a Planning Meeting being held virtually using the Zoom platform. Trials have been tested and appear to work well. It may even point to a way forward in the future! Several PCs are adopting this way of continuing to hold meetings. It's certainly different but it's not difficult.

As you know, the Application for the extension to the Chichester Contact Services was debated at this first virtual Planning Meeting. Despite lengthy representations from Cllr. Simon Oakley and myself detailing, to all Committee Members, the failings of Southern Water's handling of foul water through Westhampnett, the fact that SW had granted a licence for the District Council to discharge this additional water into their network was sufficient to allow the Application. Disappointing to say the least, but it will be further ammunition if the situation at Coach Road worsens in the future. Incidentally, there were no comments from SW in the Agenda documents.

Needless to say, progress on the Strategic Development Site at Tangmere has stalled which could be a serious threat to the Councils requirement for a five-year supply of land for housing as demanded by the NPPF. The compulsory Purchase Order has been shelved until working routines return to near normal.

The newly appointed Climate Change Officer takes up her appointment in a few days, it will be interesting to discover what is to be achieved to improve the Environment. During this 'lockdown' period I did ask for comparative readings at the various Air Quality reading meters at various locations around the City and one in Midhurst to compare with normal times, but I've heard nothing yet! However, this will be discussed at an Environment Panel Meeting this coming week.

As I reach a conclusion to this report, I have just received the agenda and Reports for the virtual Cabinet Meeting scheduled for the 12th May. it's a Public Document and it contains the DC's response to the Cv18 pandemic. The impact on the finances of the Council are of serious concern as the deficit in the Councils Budget plans are predicted to be £8.25 MILLION! The Council does have substantial reserves thanks to careful, prudent management of our finances over a number of years, but I do fear for those Authorities that are not so well off. And, will we be penalised for this prudence if and when additional grant funding is handed out?

The future looks nothing like as bright as it did in February.

Henry Potter. CDC Ward Member for Goodwood.

In regard to the CDC Depot Planning Application - Mr Bob Keatley, resident, asked if conditions relating to the discharge in the sewerage system had been imposed on CDC. Cllr Pooter replied No, but any surplus would be tankered away. Mr Keatley went in to ask if CDC Planning Committee were aware about discharge from Madgwick Park into the sewerage system leading to Coach Road, in spite of planning conditions saying it should be tankered. Cllr Potter said he was surprised by this and would ask CDC Planning Office and report back.

Cllr Potter asked if the Parish Clerk had received some particular signs, as he had 4 large ones he could drop off to her. She said no, and he confirmed he would do this.

HP

HP

**WSSC Cllr Jeremy Hunt then read out his report:**

**Parish Update 11/05/20**

Good evening, I trust that you are all keeping well. Just a few updates tonight:

First of all, as I am sure you are aware, the Waste Recycling site has re-opened to-day. This is now in line with Government guidance, which also clearly states that people should only visit the site for essential purposes, such as if there is a risk of injury or harm to health by retaining your waste. Only garden waste and residual waste will be accepted. We are also limiting access to cars only, no vans or trailers. There will be social distancing and access will be controlled, so I suspect there could be some traffic issues. If there have been any today I hope things will settle down once the initial rush, hopefully, subsides. I have been in discussions with RR, so they are aware of what is happening. For more information, please see the following press release: <https://www.westsussex.gov.uk/news/county-council-confirms-how-and-when-household-waste-recycling-sites-will-reopen/>

Secondly, with regard to the Chichester Parking Management Plan, the members of the Chichester South County Local Committee will be discussing the outcomes of the recent TRO Consultation at a meeting later this week. Unfortunately, because of the current situation with lock down, it will not be possible to hold this meeting in public. However, as far as Westhampnett is concerned I can confirm that we only received 22 comments, 11 against, 8 for and 3 who might support with some changes. I believe that the recommendations will be that we implement the Westhampnett scheme and I just wanted to make sure the PC are still in fully supportive of that scheme.

116/20  
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*With regard to Westerton Lane and the possible Operation Watershed application, I understand that the notes I sent to Linda have been distributed to you and I am assuming that you wish to go ahead with the scheme. The first thing is to liaise with Goodwood and I did offer that Garry and I could negotiate with them. I left this question with you, so perhaps we could pick up on that point tonight.*

*With regard to the present Covid-19 situation, I'm sure you are all fully up to date with the latest national statistics, but to update you as far as WS is concerned, a few bullet points:*

- As of 10th May there were just over 1200 recorded cases in the County, according to the latest data from Public Health England.*
- The WSCC Community Hub continues to operate seven days a week, from 8.00am to 8.00pm, with a dedicated web page and a telephone helpline: 033 022 27980. (<https://www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/community-hub-covid-19/>)*
- We have now received over 8,000 contacts into the WSCC Community Hub and have responded to over 1,000 urgent requests for food, medicine or welfare checks. We now have a newly developed COVID19 information system which enables us to make immediate referrals to locality-based support and to offer information, advice and guidance on an extensive range of topics.*
- Our Library Service staff are now rolling out a phased programme of contacting those people who are on the shielded list, and who originally indicated that they do have access to food and supplies, in order to make sure that they are still okay.*
- We continue to have adequate acute hospital capacity in West Sussex, with occupancy levels below 60%, against a usual position of 99-100%. This equates to 3-4 large wards of acute beds. Our local system continues to have a significant amount of empty community bed capacity ready for a rise in demand. There is currently no delay in patients requiring a transfer of care.*
- Hospital discharge hubs continue to work in partnership with local NHS organisations working hard to ensure patients are discharged safely with minimal delay. Our local NHS partners have asked us to keep a focus on mental health discharges and our teams are making sure these can continue in a safe and supported way, in the context of a reduced workforce.*
- WSCC continues to maintain its own PPE Stocks for its own needs and is receiving regular deliveries from suppliers. WSCC has, at the current level of use, enough stocks of basic items to meet demand throughout May. However, if these stocks are required to support the wider care sector they may deplete much sooner.*
- WSCC F&RS continues to support the Sussex Resilience Forum by receiving at Horley Fire Station (WSFRS) the National PPE deliveries; from where they are distributed to Care homes across the County.*
- Financially, we have agreed an additional Covid-19 3-month uplift of 10% for all those residents that we support in the residential and nursing home market, to alleviate some of the financial impact on the market. Similarly we have also agreed a 3-month uplift with our domiciliary care providers.*
- The County Council is working hard to understand the long-term financial implications of Covid 19 – which I'm sure you can imagine are going to be huge. Currently, we are predicting that the cost for this financial year alone could be in the region of an additional £80m. Obviously this is still only a prediction and relies heavily on how long the lockdown continues, and over what time span we come out of it.*
- Currently, as part of the Governments £6.2bn package to support LA's, WSCC has received c£36m to help meet the challenges we face, for which we are very grateful. However, as you can see from the figures above, the impact we could be facing is well in excess of that figure, so we will obviously continue to lobby the government for further funding.*
- Incidentally our Districts and Boroughs, with whom we are working very closely, have also received between them nearly £9m to support their work and additional costs. Of this, CDC has received £1.25m. This does not include any grants paid directly to the D's and B's for caring for the homeless and of course the money they received to pay out directly to small businesses.*

*Lastly, just a reminder about our dedicated webpage which covers virtually all aspects in relation to Coronavirus. It also contains many links to other websites where you can find additional information, including a link to the CDC hub. This page can be found at <https://www.westsussex.gov.uk/campaigns/coronavirus-covid-19/> and it is updated daily. At the moment we are also continuing to issue our Town and Parish News, as well as regular press releases (<https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/> ). Please check these sites regularly, particularly both our Coronavirus website and the CDC coronavirus website, for regular updates.*

*Finally, a personal thank you from me to all your residents for following the government guidelines through these difficult times. I would also like to give a special thank you to any of your residents who are continuing to work through this period in order to maintain our vital services. Obviously at the forefront of our thoughts are those working on the frontline, in both the NHS and in care homes, including those providing care in the community. But we must never forget the many other people doing important work to keep our communities going, such as the postmen, the waste collection staff, those staffing our community hubs, volunteers supporting local hubs, the many people working in businesses who have turned to producing vital PPE – and the businesses as well of course – our police, our F&RS personnel, PC members working hard to keep their communities safe, and many, many more. To them all I would like to give a huge personal thank you. Thank you.*

<p><b>116/20 Cont.</b></p>	<p>Jeremy Hunt – West Sussex County Council Member for Chichester North, c/o Cabinet Office, County Hall, West Street, Chichester, PO19 1RQ, E:Mail <a href="mailto:Jeremy.hunt@westsussex.gov.uk">Jeremy.hunt@westsussex.gov.uk</a> Tel: 0330222419536</p>	
	<p>In regard to the <u>HRWS</u>, residents confirmed there have been no real queues. Cllr Moth remarked that in dropping off items to the HWRS it seems that items should be in black bags, even though they could have been loose.</p>	
	<p>The Parish Council confirmed that they are still in support of the <u>Chichester Parking Management Plan</u> in relation to Westhampnett. The Parish Clerk to confirm this to Miles Davey, WSCC.</p>	<p><u>LFL</u></p>
	<p>The Parish Council had confirmed that a meeting with Goodwood is required for <u>Operation Watershed</u>, so Cllr Hunt will arrange this, with Cllr Windsor Holden and Mr Geoff Hardstaff also on the project. Also, he will ask Gary Rustell, WSCC, to supply the names of the 2 other WSCC approved contractors to ask for quotes for this project.</p>	<p><u>JH</u> <u>JH</u></p>
	<p>Cllr James asked if the <u>new bus shelters</u> are to have glass installed? The Parish Clerk updated the meeting with the latest information, which is that the specially toughened glass is currently with the suppliers who are closed. More news on a delivery date is awaited.</p>	<p><u>LFL</u></p>
	<p><b><u>Mr Andrew Ball (RR) read out his report:</u></b></p>	
	<p><b>Return to work</b></p>	
	<ul style="list-style-type: none"> <li>• <i>Rolls-Royce Motor Cars ('R-RMC') returned to work on Monday 4 May - the first automotive manufacturer in Britain to resume full production.</i></li> <li>• <i>The company is operating a single production shift each day, compared to its usual two – around 1000 people. The production shift will run from 06.00 to 14.30.</i></li> <li>• <i>Many of those in support roles who are able to work from home will continue to do so, in accordance with official Government guidelines.</i></li> <li>• <i>A strict regime of safety measures has been introduced, in compliance with Public Health England (PHE) guidelines. The wearing of face masks has been made compulsory on arrival at the Home of Rolls-Royce, extra handwashing facilities have been provided and working practices have been altered to allow social distancing. A number of other safety measures have also been implemented.</i></li> <li>• <i>Although many sectors have been closed down almost entirely under emergency Covid-19 legislation, the Government has always encouraged manufacturing industry to remain operational wherever possible. Rolls-Royce voluntarily ceased production on March 23 to protect its 2,000-strong workforce.</i></li> <li>• <i>All employees returning to work have been reminded that they must park on site, respect local speed limits and respect local residents by leaving the site quietly and safely.</i></li> <li>• <i>Buses are in operation from the Technology and Logistics Centre in Bognor Regis. Numbers of available seats been reduced in compliance with PHE guidelines.</i></li> <li>• <i>And finally...It is with a fitting sense of historical symmetry that production resumed at the Home of Rolls-Royce today, 4th May, on the anniversary of the first meeting of Charles Rolls and Henry Royce on 4th May 1904. It was at this meeting that Rolls first declared of Royce, "I have met the greatest engineer in the World".</i></li> </ul>	
	<p><b>Supporting the local and national effort</b></p>	
	<ul style="list-style-type: none"> <li>• <i>At the same time as returning to production, Rolls-Royce Motor Cars will maintain its support of local and national efforts to tackle the Covid-19 pandemic.</i></li> <li>• <i>This includes producing kits for face visors and protective gowns for frontline healthcare workers and mobilising a fleet of cars with volunteer drivers to make deliveries for the NHS and local charities. The company's Leathershop will produce all of the face masks worn by employees.</i></li> <li>• <i>Complimentary copies of the Chichester Observer, funded by Rolls-Royce, were delivered to 500 neighbouring properties for three weeks in April.</i></li> <li>• <i>Rolls-Royce is also providing support for other local enterprises returning to work or staying open to serve their customers in these unprecedented times. Throughout May, Rolls-Royce is funding a weekly double-page spread in the Chichester Observer that will allow local companies and independent businesses to advertise free of charge. This also has the support of Chichester District Council.</i></li> </ul>	
	<p><b>Planning applications</b></p>	
	<ul style="list-style-type: none"> <li>• <i>No new applications to advise of.</i></li> <li>• <i>Questions asked by Parish Council on existing application have been answered.</i></li> </ul>	
	<p>Mr Ball added that the Leather Cutting machine had also been used to cut scrubs for the Sew Sussex Seamstresses.</p>	
	<p>The Parish Council thanked Mr. Andrew Ball for the copies of the Chichester Observer that were supplied to residents free of charge by RR.</p>	
	<p>Mr Don Milton, a resident, asked if Mr Ball has any news if / when full 2 shift working would return. Mr Ball said there are cars in the pipeline, and they are receiving orders from around the world, eg China and Korea. The meeting concluded that the traffic may stay good for a while longer.</p>	



117/20	<p><b>MEMBERS' REPORTS:</b> To receive reports from Members where not covered in agenda below. None.</p>	
118/20	<p><b>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</b></p> <p>The Parish Clerk advised that since the last Parish Council meeting, permission to place the <u>VE75 Commemorative Bench</u> in the desired location at the junction of FP 416 and FP 417 at Westerton, had been given by Goodwood, subject to the approval of the Farm Manager. A meeting is to be arranged, and Cllr Holden offered to work with Mr Geoff Hardstaff on this project. After that, the design and security of the bench, and the wording of the plaques needs to be addressed.</p>	<p><u>LFL</u> <u>LFL</u></p>
119/20	<p><b>PLANNING MATTERS: To receive a report on recent planning applications</b></p> <p><u>Planning Update since the last Parish Council Meeting on 20th April 2020</u></p> <p><u>New Planning Applications for the period week 17 (22/04/20) to week 19 (06/05/20) inclusive</u></p> <p><u>WH/20/00784/LBC</u> - Case Officer: William Price Mr John Brown The Close Stane Street Westhampnett PO18 0NT 1 no. replacement external door with side panel and window on ground floor, removal of internal door and partition wall, new drainage pipe routed through existing wall below ground floor level and connected into existing drain, replacement ground floors, new suspended ceilings and 2 no. replacement chimneypieces and hearths. O.S. Grid Ref. 488046/106163 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q7DQ9VERH2Z00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q7DQ9VERH2Z00</a> The Parish Council has no comments to make. <u>Update on outstanding Planning Applications</u> <u>WH/20/00097/FUL</u> - Case Officer: Jeremy Bushell Crayfern Homes Land Adjacent To Hadrian Drive Westhampnett Chichester Erection of 9 no. dwellings, parking, landscaping and associated works. O.S. Grid Ref. 488507/106267 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q45N6HERME600">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q45N6HERME600</a> To be considered by the CDC Planning Committee, date not known, possibly 3rd June 2020 <u>WH/20/00736/TPA</u> - Case Officer: Henry Whitby Mr Paul Calvesbert Hadley House Claypit Lane Westhampnett Chichester Fell 1 no. Cypress tree (T6), 1 no. Sycamore tree (T7) and 4 no. Ash trees (T2, G8, T9 and G10) within area A1, subject to WH/73/01077/TPO. O.S. Grid Ref. 488191/106301 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q72TVVER0SR00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q72TVVER0SR00</a> Decision pending by CDC Planning by 7th May, now overdue.</p> <p><b>Decisions</b></p> <p><u>WH/20/00445/FUL</u> - Case Officer: William Price c/o Agent Rolls Royce Motor Cars The Drive Westhampnett Chichester Installation of plant and associated works. O.S. Grid Ref. 488512/106717 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q5P6I9ERFU700">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q5P6I9ERFU700</a> This was Permitted on 20/04/2020. Conditions to be compiled with at all times following completion of the development include:</p>	

119/20  
Cont.

5) Notwithstanding any indication on the approved plans or documents, the plant hereby approved shall only be operated between the hours of 06.00 and 23.30 on any day from Monday to Friday and only between the hours of 06.00 and 12.00 (noon) on Saturdays. It shall not be operated outside these hours on these days or at any time at all on a Sunday or on a Bank or Public Holiday.

Reason: In the interests of the amenity of the surrounding area and neighbouring residential properties

WH/20/00461/TPA - Case Officer: Henry Whitby

Mr Toby Pointing

Dovecote View Claypit Lane Westhampnett PO18 0NU

Fell 2 no. Ash trees (T1 and T2) within Area, A1 subject to WH/73/01077/TPO.

O.S. Grid Ref. 488218/106252

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q5U6ZCERFXA00>

This was Permitted on 21/04/2020.

Conditions to be compiled with at all times include:

2) Within the first planting season following the completion of the proposed felling of 2 no Ash trees (T1 and T2) within Area, A1 subject to WH/73/01077/TPO, 2 no. suitable native species (for example Field Maple or Hornbeam or Yew) of replacement trees shall be provided in positions as near as practicable to the locations of the original trees to be felled and with heights of at least 2 metres when such planting is carried out. The location and species types to be agreed in writing with the Local Planning Authority prior to planting. Any root balled trees shall be planted in accordance with standard arboricultural practices as set out in British Standard BS 8545: 2014 (Transplanting Root Balled Trees). In the event that any such trees die or become seriously damaged or diseased within a period of 5 years following planting they shall be replaced in the next planting season with others of a similar size and species. Reason: In the interests of the amenities of the locality.

WH/19/03202/FUL - Case Officer: William Price

Mr Kevin Carter

Chichester Contract Services Stane Street Westhampnett Chichester

Change of use of part of adjacent travellers site to extend depot, replacement and upgrade of existing depot yard flood lighting, installation of commercial vehicle washing station and removal of existing modern wall that currently is on top of Tudor historic wall.

O.S. Grid Ref. 487970/106032

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q31XU5ER0UX00>

Due to changes to documents on website on 16th April, PC re-assessed and submitted the following additional comments on 09/04/20:

I have been instructed by Westhampnett Parish Council to send this email to you stating their further concerns with this Planning Application in regard to foul sewerage:

The Parish Council considers that there is insufficient capacity in the local foul sewerage network including the Coach Road Foul Water Pumping Station.

Whilst the comments, made by your Coastal Protection & Land Drainage Officer, Dominic Henly, on 7th April stating that it is for Southern Water to determine whether there is sufficient capacity in the local sewerage network, have been made in good faith, he probably does not live in the Parish and therefore has not had the benefit of local knowledge and experience of the continuing problems with over capacity of the sewer in Coach Road where there have been numerous incidents of foul sewage flooding requiring the necessity to overpump from the Coach Road Pumping Station.

CLlr Henry Potter is on public record criticising the performance of Southern Water for the considerable inconvenience and prolonged disruption that is caused whenever the sewers surcharge and cause foul water flooding in this area.

The Parish Council requests that a condition is imposed upon Southern Water to prevent any discharge from this development into the local foul sewer during times of foul water flooding, or when overpumping at the Coach Road Pumping Station, is required, or when the foul sewerage network is surcharging.

Examples of recent foul water flooding on householders property in this vicinity can be provided upon request.

To be considered by the CDC Planning Committee on 6th May 2020.

The PC was asked if they wish to speak to at the meeting. Due to no Councillors being available to attend via Zoom, CDC accepted a further written statement as follows:

Westhampnett Parish Council - Statement for CDC Planning Committee 6th May 2020 with regard to:

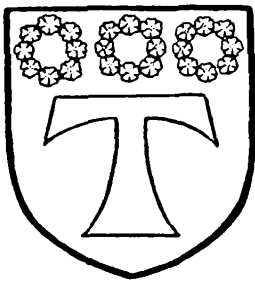
Ref 19/03202/FUL Change of use of part of adjacent travellers site to extend depot, replacement and upgrade of existing depot yard flood lighting, installation of commercial vehicle washing station and removal of existing modern wall that

119/20 Cont.	currently is on top of Tudor historic wall. Chichester Contract Services Stane Street Westhampnett Chichester West Sussex PO18 0NS	
	<p>This statement has been submitted on 5th May 2020 by the Parish Clerk on behalf of Westhampnett Parish Council and residents, as none are able to attend the Planning Committee Meeting to be held via Zoom on 6th May 2020.</p> <p>Thank you for inviting us to address your Committee.</p> <p>We have lodged an objection to this development on the grounds that there is insufficient capacity in the local foul sewerage network including the Coach Road Foul Water Pumping Station.</p> <p>CDC Cllr Henry Potter's full report concerning sewage overflowing onto a property in Coach Road is on record. Although Cllr Simon Oakley liaised with Southern Water to alleviate the issue, Cllr Potter states that the new network pipeline, which is still under construction, will not ameliorate the need to over-pump at Coach Road and he states that it is a disgrace in this age.</p> <p>Over-pumping is required when the system is surcharging or when repairs are carried out after the rising main has failed or when the system is overwhelmed by the infiltration of groundwater.</p> <p>We request that a planning condition is imposed to restrict any foul sewage discharge from the Commercial Vehicle Washing Station during times of foul water flooding or when over-pumping at the Coach Road Pumping Station is required or when the foul network is surcharging due to groundwater infiltration.</p> <p>The Trade Effluent Licence for the Washing Station permits a discharge of 5 litres per second into the public sewer up to a maximum of 4.9 cubic metres in a 24-hour period.</p> <p>On 30th May 2017, your Council discharged conditions 4 &amp; 5 of WH/17/01221 Land North of Stane Street Madgwick Lane Westhampnett West Sussex (now called Madgwick Park). Because the new pipeline running to Tangmere Waste Water Treatment Works was not ready to take flows from Madgwick Park you stated, "Southern Water has agreed to remove sewerage by tankering from the development for up to 125 dwellings per year beyond 2018"</p> <p>According to correspondence between Southern Water and a local resident, foul water from Madgwick Park is now being discharged into the Coach Road network. Is this correct and, if so, is your Council aware of this arrangement and under what circumstances was this new connection permitted? In addition, the Coach Road network will now be receiving foul water from the WSCC Traveller Transit Site.</p> <p>In our opinion it is untenable for a Local Authority to grant itself planning consent for a proposal in the full knowledge that it has the potential to exacerbate a well recognised local foul water flooding problem.</p> <p>Thank you for listening to and considering our genuine concerns. We reiterate our request for you to please impose a condition restricting the discharge from the Commercial Vehicle Washing Station into the local foul sewer during times of foul water flooding or when over-pumping at the Coach Road Pumping Station is required or when the foul sewerage network is surcharging due to groundwater infiltration.</p> <p>End.</p> <p>This was Permitted on 06/05/2020.</p> <p>As at 11/05/20 - the Decision Notice is not available online as yet.</p> <p><b><u>Linda Lanham, 11.05.20</u></b></p>	
120/20	<p><b><u>REVIEW OF FLOODING AT WESTERTON AND APPLICATION TO OPERATION WATERSHED</u></b></p> <p>This matter was covered in Minute 116/20 above.</p>	<b><u>JH</u></b>
121/20	<p><b><u>SOUTHERN WATER RE: FOUL SEWERS CAPACITY IN STANE STREET:</u></b></p> <p>The Parish Clerk sent an email on behalf of the Parish Council to the CEO of Southern Water, Mr. Ian McAulay on 4<sup>th</sup> May, asking how it can be that Southern Water can allow more and more foul water to go into the sewerage system in Stane Street / Coach Road, when the over capacity is well known by themselves, and requesting a meeting on site to discuss this matter. A reply is awaited.</p> <p>CDC Cllr Potter said he would raise the matter with Mr Tony Whitty, CDC Planning.</p>	<b><u>LFL</u></b> <b><u>HP</u></b>
122/20	<p><b><u>STATE OF FOOTPATH 417 &amp; SOUTHERN WATER WORKS:</u></b></p> <p>It was confirmed that FP 416 and FP417 are both in good condition after the dry weather and remedial works by MGJV / Southern Water. Sidengreen Lane needs landscaping, and although letting nature takes its course will help, the current amount of rutting is making the mowing very difficult at the junction with FP 416.</p> <p>The Parish Clerk is to get in touch with the MGJV / Southern Water Senior Site Agent Mr Steve Mckendrick to ask if some smoothing off can be done to the surface. Also, to confirm if tarmac is to be laid on the area on FP 417 currently covered in hoggin materials.</p> <p>It was noted that the Volunteers need to be careful when mowing FP 416 as the Decorative Pebbles that have been left in support of the NHS are now nestled in the grass. The Parish Clerk to advise the Volunteers.</p>	<b><u>LFL</u></b> <b><u>LFL</u></b>

123/20	<p><b><u>COMMUNITY HALL:</u></b></p> <ol style="list-style-type: none"> <li>1. It was noted that no work has been carried out by Reilly's due to Coronavirus work shutdown.</li> <li>2. It was noted that a £10,000 Business Grant has been received from CDC to assist with Hall costs / Loss of income due to Coronavirus closure of Hall. Cllr Holden remarked that the Hall is in a much better financial position than many other Halls.</li> <li>3. Cllr Holden confirmed that the Minutes for the Hall Committee meetings in February, April and May, had now been circulated to all Councillors.</li> <li>4. Cllr Holden confirmed the proposed location for the Flagpole, and the Councillors approved that the Parish Clerk should apply for Planning Permission.</li> <li>5. Cllr Holden confirmed that a revised quotation from Greenscape at £1880 plus VAT had been received to lay a path between the front of the Community Hall and the west side, plus shingle to be laid alongside the building there to help prevent splashing of the earth onto the Hall walls. The date is to be advised. It was confirmed that the grass seeding and weed-killing had been done, and a watering rota is needed. Cllr Holden to email the Parish Clerk with a request for help for onward distribution to the Volunteers, and also the more recent Volunteers as well if GDPR not breached. Native hedging was planted in March. It was hoped to have more hedging later in the year.</li> <li>6. The Hall Mobile is back with Mr Richard Skillern, and will be used for any further Coronavirus assistance needed. Also, a revised quotation has been received from RJ Electrical Engineering for the external power supply, at £450. This quotation is acceptable.</li> </ol> <p><b>WSCC Cllr J Hunt, and CDC Cllr H Potter, Mr Andrew Ball and 2 residents left the Zoom meeting at 8.27pm.</b></p>	<p><u>LFL</u></p> <p><u>WH /</u> <u>LFL</u></p>
124/20	<p><b><u>INSURANCE RENEWAL:</u></b></p> <p>The Parish Clerk, having previously circulated the details of the Insurance renewal as at 1<sup>st</sup> June 2020, advised that as the Asset Register value had increased this would need a revised quotation. When received the Insurance would need to be approved by email to comply with the renewal date, and then the decision ratified at the next Parish Council meeting.</p> <p>Also, it would be necessary to know the split of the Insurance costs for budget / recharge purposes into Village Green, Community Hall, and General Parish Council costs.</p>	<p><u>LFL</u></p> <p><u>LFL</u></p>
125/20	<p><b><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA:</u></b></p> <p>None.</p>	
126/20	<p><b><u>PARISH FINANCIAL MATTERS:</u></b></p> <ol style="list-style-type: none"> <li>1. After a small error was found by the Parish Clerk, the revised accounts up to Year End 31st March 2020 were approved and signed by Cllr McLeish.</li> <li>2. The accounts up to 30th April 2020 were approved and signed by Cllr McLeish.</li> <li>3. Noted that Barclays Mandate changes now submitted, without Cllr Moth at present, confirmation awaited.</li> <li>4. The Investment Policy was confirmed for the year, proposed by Cllr James, seconded by Cllr McLeish, and all voted in favour. signed by Cllr McLeish. However, in reviewing the Financial Regulations the Parish Clerk has found these to be out-dated, and a new 2019 version is recommended. Also, a small addition is needed to the Standing Orders to cover the use of virtual PC meetings. These will be prepared for the next PC Meeting.</li> </ol>	<p><u>LFL</u></p> <p><u>LFL</u></p>
127/20	<p><b><u>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS:</u></b></p> <p>The possibly of another Parish Council newsletter was mooted for June?</p>	
128/20	<p><b><u>DEALING WITH LOCAL ISSUES:</u></b></p> <p>None.</p>	
129/20	<p><b><u>QUESTIONS BY THE PUBLIC:</u></b></p> <p>Mr Brian Parker, a resident, asked about the Planning Application for housing on the land beside the Community Hall. Cllr McLeish explained that the Parish Council had put in opposition to this, the matter is now to be discussed at CDC Planning Committee.</p>	
130/20	<p><b><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 15<sup>th</sup> JUNE 2020</u></b></p> <p>Noted.</p>	
131/20	<p><b><u>CLOSE MEETING</u></b></p> <p>The Chairman closed the meeting at 8.48pm.</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: 01243 536859 email: [westhampnettclerk@gmail.com](mailto:westhampnettclerk@gmail.com)

[www.westhampnettpc.co.uk](http://www.westhampnettpc.co.uk)

## Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 15<sup>th</sup> June 2020 via Zoom

### Present:

**Parish Councillors:** Cllr C McLeish (Chairman), Cllr W Holden (Vice-Chairman), Cllr S Burborough, Cllr S James and Cllr C Moth.

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

7 members of the public also attended, including Mr A Ball (RR).

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
132/20	<b><u>OPEN THE MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b> Cllr McLeish opened the meeting, welcoming all via Zoom.	
133/20	<b><u>DISCLOSURE OF INTERESTS</u></b> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).	
134/20	<b><u>CONFIRM MINUTES OF THE LAST FULL PC MEETING held on 11<sup>th</sup> May 2020</u></b> The Minutes for the Parish Council meeting held on 11 <sup>th</sup> May 2020 were accepted. Cllr Holden proposed that they be approved, this was seconded by Cllr Moth, all were in favour and they were then signed by the Chairman.	<b><u>CMcL</u></b>
135/20	<b><u>MATTERS ARISING:</u></b> To deal with any matters arising from the Minutes of the last meeting. None.	
136/20	<p><b><u>REPORTS FROM EXTERNAL BODIES:</u></b></p> <p><b><u>CDC Cllr Henry Potter submitted the following report, and took questions only:</u></b></p> <p><b><u>District Councillors Report</u></b></p> <p><i>A relatively short report this month due to few Meetings but nevertheless much going on behind the scenes in preparation for easing the restrictions we've all been enduring this past almost 10 weeks!</i></p> <p><i>A licensing sub Committee met towards the end of May and refused a application for a Alcohol License to retail Alcohol in a Trampoline Hall in a unit on Glenmore Ind. Estate. The protection of children from harm could not be guaranteed.</i></p> <p><i>Two Planning meetings were held on the 6th and 13th and another is scheduled for Weds. 3rd of June. Three in a month but they have only dealt with 5 or 6 applications per Meeting. Virtually the process is somewhat slower, but we are addressing the slight backlog.</i></p> <p><i>A Full Council Meeting was held on Tuesday 19th of May with all 36 Members attending, and that was quite an experience! A couple of emergency powers implemented by Officers, the Leader and the Cabinet to deal with certain aspects of the Cv 19 lockdown emergency were ratified by Council Members and it was agreed that Officers, the Cabinet and leaders of the Opposition would work up a Recovery Plan which will be most important in the coming weeks to get Businesses and the Retail High Street sector back to as near normal as possible with all necessary precautions and care. To this end, the CDC have received a further £108k from a Government "Reopening High Streets Safely Fund"</i></p> <p><i>All of the measures introduced will be found on the CDC Website and within regular updates to Parish Councils.</i></p> <p><i>As I write this I regret to say I still haven't heard back from Jo Bell regarding the discharge of effluent from Madgwick Park into the inadequate system in Clay Lane. I'll send a reminder in the hope we receive the clarification. I did ask that she copy your PC into her response.</i></p> <p><i>Finally, I understand the application to build 9 houses on the site is before the next Planning Meeting in July and I sincerely hope the client who is interested in building the already permitted Bar / Restaurant will have made his intentions clear to Bellway Homes, the applicant and made a submission to the Planning Officer, Jeremy Bushell. I would suggest a lengthy deferral of any decision until the future looks a little clearer would be the best way forward.</i></p> <p><i>The application to vary the area covered by the existing Premises License at the Motor Circuit should be of little concern as the showing of films is already permitted under that current License.</i></p> <p><b><u>Henry Potter. CDC Member for the Goodwood Ward</u></b></p> <p>There were no questions on his report.</p>	<b><u>HP</u></b>

There followed a discussion about the Sewerage System in Stane Street. Mr Bob Keatley, a resident, asked how it is that CDC can have allowed more foul drainage to go into Stane Street when the conditions for Madgwick Park say tankering. Cllr Burborough added that there had been 2 tankers on Coach Road and Mr Derek Marlow, a resident, advised that there had been a tanker outside on 2 Hadrian Drive. Mr Marvin Smith, a resident of Madgwick Park said that new rented homes have been occupied recently.

The Parish Clerk to chase up the promised on-site meeting with Southern Water.

### **HP left the meeting at 19.16**

### **WSCC Cllr Jeremy Hunt submitted the following report, and took questions only:**

#### **Covid 19 Update**

##### Schools

*In line with current national guidance, we have worked closely with our primary schools to support their plans to open from 1st June for years R, y1 and y6. We set out some guiding principles to enable this to happen in a safe and managed way.*

*Core to these principles is of course that the phased opening is led by each individual school's risk assessment of how this is managed in a way that is safe for all pupils and staff.*

*Obviously, we have asked schools to continue to prioritise vulnerable and key worker children and also those who have limited access to online learning.*

*We know that some schools delayed their re-opening until last week, but as far as I understand, virtually all our primary schools have now reopened, in one way or another, for children in years R, y1 & y6 – plus of course continuing to look after the children of key workers.*

*Our Director of education reported: "There are many very positive messages coming through and I know that there are many examples of creative thinking, effective communications and good examples of how schools are managing their phased return".*

##### The Government's Active Travel Initiative to Support cycling and walking

*The government has allocated £3.9m to WSCC to support the above initiative – the majority of which is capital funding and so cannot be applied to short term temporary measures. This will be split into two tranches; the first tranche is £784k and the DFT are asking to approve any plans before the money will be released. Working closely with our members and our Districts and Borough Councils, we have now submitted seven cycling schemes to the DFT for approval, brought forward from a long list of suggestions. We are also continuing work on longer term projects that we want to develop so that they are ready to go once we secure the second tranche of the funding.*

*Comprising one for each district/borough the schemes, if approved, would provide 21km of temporary cycle lanes to promote cycling as a replacement for journeys in areas which, until the COVID-19 outbreak, were heavily reliant on public transport.*

*More details can be found on our website.*

##### Household Waste Recycling Sites

*As I'm sure you know, our Household Waste Recycling Sites opened up to vans and pick-ups a couple of weeks ago and they started accepting more items from last Monday. Residents can now dispose of the following items: garden waste, general household waste, wood, cardboard, electrical items, bulky items, white goods, furniture.*

*Unfortunately, soil, hardcore, plasterboard, asbestos, tyres and textiles/clothes will not be allowed at this time. This is to ensure social distancing measures can be maintained.*

*I must say that I visited the site at about 9.45am last Thursday – after the site meeting at Westerton Lane – and I drove straight in with absolutely no queuing with plenty of spare spaces.*

##### Care home support package

*On 15th May 2020 the government announced a care home support package backed by a £600m infection control fund, which focuses on how to prevent and control COVID-19 in all registered care homes.*

*The expectation is that 75% of the allocation be passported to care homes directly and the remaining 25% be determined by local need in improving infection control measures.*

*The funding is being given to care homes in two tranches, with the second tranche being allocated only if providers have consistently updated the capacity tracker.*

*The Government has set out a challenging set of conditions relating to the grant and the local authority has no discretion to change those conditions.*

*In addition, the county council has also published the levels of financial support given to the care market. Please find this information on our new Provider Zone website, third option in the list.*

##### General Covid Update.

*With regard to the present Covid-19 situation, I'm sure you are all fully up to date with the latest national statistics, but to update you as far as WS is concerned, a few bullet points:*

- *There are 1341 recorded cases in the County, according to the latest update at the end of last week from Public Health England.*

- *The WSCC Community Hub continues to operate seven days a week, from 8.00am to 8.00pm, with a dedicated web page and a telephone helpline: 033 022 27980. (<https://www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/community-hub-covid-19/>)*

- Up until the end of Tuesday 26th May there had been 11,131 contacts into the WSCC Community Hub and the community response team have responded to over 1,705 urgent requests for food, medicine or welfare checks. We now have a newly developed COVID19 information system which enables us to make immediate referrals to locality-based support and to offer information, advice and guidance on an extensive range of topics. I understand that calls are coming in are still coming in at a steady rate, but the team have also made over 20,000 calls out to individuals – mostly sheltered and vulnerable residents – to make sure they are okay and receiving any help or assistance they may need.

- The national Test and Trace system launched on 28th May. For more information the Links to national guidance are: <https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works> <https://www.gov.uk/guidance/nhs-test-and-trace-workplace-guidance>

- The County Council is working hard to understand the long-term financial implications of Covid 19 – which I'm sure you can imagine are going to be huge. Currently, we are predicting a slightly revised cost for this financial year, down marginally from around £85m which I advised last month, to currently around £77m. Obviously this is still a real challenge, but it is still only an educated calculation of our challenges over the year. It will also rely on how long the lockdown continues, and over what time span we come out of it.

- Finally, we will be holding our first – virtual – full County Council meeting on 17th July. This meeting will be webcast as usual.

Just a reminder about our dedicated webpage which covers virtually all aspects in relation to Coronavirus. It also contains many links to other websites where you can find additional information, including a link to the CDC hub. This page can be found at <https://www.westsussex.gov.uk/campaigns/coronavirus-covid-19/> and it is updated daily. At the moment we are also continuing to issue our Town and Parish News, as well as regular press releases (<https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/> ). Please check these sites regularly, particularly both our Coronavirus website and the CDC coronavirus website, for regular updates.

#### Other Updates

Last week we had some good news for a change. As part of the Budget announcement earlier in the year the government announced an additional highways funding package. They announce last week that as part of that package, West Sussex has been awarded an additional £9.8million for improving our Highways' road network. This is on top of the £8million worth of road resurfacing/pothole prevention works already planned for this financial year.

#### Sussex Day 16 June

Take a break and discover the history and heritage of West Sussex with our new ten-week video series: 'West Sussex Unwrapped'.

Launching on Sussex Day, our first video will show a Sunday School from Three Bridges take a trip to Littlehampton. Explore West Sussex.

#### Carers Week 2020

Last week we celebrated the amazing unpaid carers across West Sussex to mark Carers Week. Unfortunately that finished on Sunday. However, Carers Support West Sussex offer help and advice all year round to those who are looking after friends and family. Click on this link Discover help and advice.

#### Local Updates

- First of all, with regard to the flooding in Westerton Lane, I recently arranged a site meeting with representatives from Goodwood, WSCC Operation Watershed Team and the PC. We had a very constructive meeting and Gary Rustell (WSCC) has been in touch with Linda directly. I have subsequently heard from Darren Norris (Goodwood) that we can remove that defunct field bridge in SidenGreen Lane. They have also kindly undertaken to remove it themselves. This is an extremely challenging site and although I'm sure we can make some very good improvements, due to the topography of the land I'm not sure we can completely cure the problem when we are faced with extreme weather conditions.

- Secondly, I had a lengthy discussion recently with Southern Water about the problems in the Lavant Valley. I also took the opportunity of discussing your concerns, especially regarding the apparent joining of properties in Madgwick Park to the main sewer in Stane Street. I understand that a gentleman from SW called Floyd is planning to come (join?) one of your meetings shortly, together with hopefully someone from their services department, to discuss your concerns. However, in regard to Madgwick Park I did learn that, although there is now a joining up with the sewer in Stane Street, I was assured that this connection is controlled via the on site collection tank and so is only open when flows in the main sewer are at a low level, such as the middle of the night. This has the double advantage of meaning less tankers attending the site via the Madgwick Lane entrance, but at the same time sewage output is controlled to avoid any problems in the main system. This is only a temporary measure until the permanent connection is made with the new, East/West sewer pipe that is currently being laid, That is how it was explained to me.

Thank You.

Jeremy Hunt – West Sussex County Council Member for Chichester North

c/o Cabinet Office, County Hall, West Street, Chichester, PO19 1RQ

E:mail [Jeremy.hunt@westsussex.gov.uk](mailto:Jeremy.hunt@westsussex.gov.uk) Tel: 0330222419536

There were no questions on his report.

Cllr Hunt expanded on the Operation Watershed project saying that Goodwood have agreed to remove the old field gate bridge, and Mr Geoff Hardstaff is kindly providing some levels for the area. He added that another gully

	<p>under the road has been added to the specification, as well as clearing out the existing one, as definitely don't want standing water all year.</p> <p>Mr Bob Keatley asked about the <u>sewers in the Transit site</u>. When was it decided to connect to the sewer? Cllr Hunt said he wasn't sure about that, and Mr Keatley asked if he could establish the facts behind this. The Parish Council agreed this is also a request from them too.</p> <p>Cllr Hunt said he had spoken to Esther Quarm, WSCC Gypsy &amp; Traveller Team Manager, on 11th June about the <u>Transit Site</u> having a trench across it and being used as a car park by the CDC depot staff. He then emailed her on Friday 12<sup>th</sup> June, and she is out of the office until 16<sup>th</sup> June.</p> <p>Cllr Holden asked about the <u>Covid-19 statistics</u> in relation to West Sussex. Given that the number of COVID-19 deaths in Chichester for the period ended May 31, 2020 was 77 and the total number of cases diagnosed for Chichester up to and including June 6, 2020 was 142 this suggests there is a disparity with the national average. Is there some under reporting in West Sussex? Cllr Hunt agree to ask his colleagues for an explanation.</p> <p>Cllr Hunt provided an update on the Chichester Parking Management Plan, for Westhampnett the double yellow lines would be in Phase 1, then Parking Permits later. The decision has not yet been made by the Cabinet member. The project would be completed within 2 years of March 2020.</p> <p><b><u>Mr Andrew Ball (Rolls Royce Motor Cars) submitted the following report, and took questions only:</u></b></p> <p><u>Operations</u></p> <ul style="list-style-type: none"> <li>• <i>The company is continuing to operate a single production shift each day, compared to its usual two – around 1000 people. The production shift runs from 06.00 to 14.30.</i></li> <li>• <i>Many of those in support roles who are able to work from home are continuing to do so, in accordance with official Government guidelines.</i></li> <li>• <i>All employees returning to work have been reminded that they must park on site, respect local speed limits and respect local residents by leaving the site quietly and safely. This message has been reinforced through our weekly team brief.</i></li> <li>• <i>Buses are in operation from the Technology and Logistics Centre in Bognor Regis. Numbers of available seats been reduced in compliance with PHE guidelines.</i></li> <li>• <i>Customer collections have resumed.</i></li> </ul> <p><u>Supporting the local and national effort</u></p> <ul style="list-style-type: none"> <li>• <i>Alongside production, Rolls-Royce continues to produce kits for face visors and protective gowns for frontline healthcare workers.</i></li> <li>• <i>The company's Leathershop are producing face masks worn by employees.</i></li> </ul> <p><u>Planning applications</u></p> <ul style="list-style-type: none"> <li>• <i>Rolls-Royce has held positive pre-application discussions with Chichester District Council regarding ongoing use of two temporary structures which are currently due to expire at the end of 2020. This relates to the storage tent between buildings 90/98 – (most likely to be visible from Stane Street car park) and the 'finishing' tent to the west which lies adjacent to Building 51 (visible from The Drive).</i></li> <li>• <i>It is anticipated that separate planning applications for both will be made shortly. This will include a proposed extension to the existing temporary structure adjacent to Building 51 to provide additional capacity.</i></li> </ul> <p><u>Parking on local roads</u></p> <ul style="list-style-type: none"> <li>• <i>A small number of complaints concerning staff parking in Old Arundel Road have been addressed – our Security staff have attended.</i></li> <li>• <i>One complaint concerning staff 'drop-offs' in Roman Walk is in the process of being addressed – Security staff are due to patrol.</i></li> </ul> <p>There were no questions on his report.</p> <p>Mr Bob Keatley asked about the car that was on the wrong side of the road, overtaking in a dangerous manner as reported to Mr Ball. Mr Ball advised that security is trying to identify who it was. Further information was provided, and Mr Ball said he would email the Parish Clerk with an update.</p> <p>Cllr Moth asked if a particular motorcyclist could be identified, as it goes very fast, is very noisy, goes on the wrong side of the road, and it is dangerous. The timing is about 5-30am and 2-45pm. She asked if she could go on site to pick it out as she knows exactly what it looks like, but cannot get the number as it goes so fast. Mr Ball said he would have to check that and would advise the Parish Clerk. Mr Ball said this was not acceptable behaviour.</p> <p><b><u>AB left the meeting at 19.42</u></b></p>	<p><u>JH</u></p> <p><u>JH</u></p> <p><u>JH</u></p> <p><u>AB</u></p> <p><u>AB</u></p>
137/20	<p><b><u>MEMBERS' REPORTS:</u></b> To receive reports from Members where not covered in agenda below. None.</p>	
138/20	<p><b><u>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</u></b></p> <p><b><u>Bollards</u></b> As a result of WSCC grass cutting contractor trying to get a machine through a gap which was too small there was damage to the bollards at the end of Old Arundel Road. This was witnessed and photos of the damage taken. This was reported to Love West Sussex with photos, acknowledgement &amp; repairs awaited.</p>	<p><u>LFL</u></p>



**PLANNING MATTERS:****Planning Update since the last Parish Council Meeting on 11th May 2020****New Planning Applications for the period week 20 (13/05/20) to week 24 (10/06/20) inclusive****WH/20/01080/FUL** - Case Officer: Calum Thomas

Mr Paul Calvesbert

Hadley House Claypit Lane Westhampnett PO18 0NU

Demolition of existing two storey detached dwelling house and garage and the construction of a two storey detached dwelling house, with balcony to the southern elevation and link to garage and indoor pool enclosure. To include a reconfiguration of the existing access to provide a new entrance gate and pillars.

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=Q9HWOZERINL00>

The Parish Council has made some observations directly to Calum Thomas regarding the build materials, hedges, water course via a culvert and boundary treatment.

The Parish Council need to formally lodge any comments asap.

The Councillors then asked if Mrs Hardstaff would kindly further review the application. The Parish Clerk will request this.

**LFL****WH/20/01090/TPA** - Case Officer: Henry Whitby

Linda Peet

5 Furze Close Westhampnett PO18 0SW

Crown reduce by approx. 4m (all round) to leave a height of approx. 18m and widths of approx. 5m on 1 no. Oak tree (marked on plan as T1, TPO'd nos.T41) subject to WH/07/00118/TPO.

O.S. Grid Ref. 488422/106392

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q9K59OERIPL00>

Westhampnett Parish Council has no objection, providing that by lowering the Crown, the integrity of the remaining trees is not undermined.

**SDNP/20/01568/FUL** - Case Officer Vicki Colwell

The Goodwood Estates Limited

Addition of a porch to the Lennox Suite.

The Goodwood Hotel, Hat Hill Road, Goodwood, Chichester, PO18 0QB

Grid Ref: 489227 108345

<https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q937ESTUMMR00>

**SDNP/20/01569/LIS** - Case Officer Vicki Colwell

The Goodwood Estates Limited

Addition of a porch to the Lennox Suite.

The Goodwood Hotel, Hat Hill Road, Goodwood, Chichester, PO18 0QB

Grid Ref: 489227 108345

<https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=Q937GITUMMS00>

These linked applications have been Called-In by SDNP.

The Parish Council have until 24/06/20 to make any comments.

**Not on week 24, probably on week 25 list, but urgent****WH/20/01411/TDOC**

Madgwick Park - Extend hours until 9pm, Monday to Saturday, effective immediately and continuing until 31 December 2020 from permissions WH/15/03524/OUTE1, WH/15/03884/OUT, WH/18/01024/REM, WH/18/01023/REM, 19/02351/NMA, 19/02629/NMA and 19/02346/REM. Land North Of Madgwick Lane Westhampnett West Sussex

The Parish Council need to lodge any comments asap.

**WH/20/00752/LAPREM**

Minor Variation of Premises Licence

Goodwood Motor Circuit Claypit Lane Westhampnett Chichester West Sussex PO18 0PH

Application to vary the premises licence for part of the motor circuit to create space for drive in cinema

The Parish Council need to lodge any comments asap.

**Update on outstanding Planning Applications****WH/20/00784/LBC** - Case Officer: William Price

Mr John Brown

The Close Stane Street Westhampnett PO18 0NT

1 no. replacement external door with side panel and window on ground floor, removal of internal door and partition wall, new drainage pipe routed through existing wall below ground floor level and connected into existing drain, replacement ground floors, new suspended ceilings and 2 no. replacement chimneypieces and hearths.

O.S. Grid Ref. 488046/106163

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q7DQ9VERH2Z00>

Decision pending by CDC Planning by 30th May, now overdue.

**WH/20/00097/FUL** - Case Officer: Jeremy Bushell

Crayfern Homes

Land Adjacent To Hadrian Drive Westhampnett Chichester

Erection of 9 no. dwellings, parking, landscaping and associated works.

O.S. Grid Ref. 488507/106267

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q45N6HERME600>

To be considered by the CDC Planning Committee, date not known, possibly 8th July 2020

### **Decisions**

**WH/20/00736/TPA** - Case Officer: Henry Whitby

Mr Paul Calvesbert

Hadley House Claypit Lane Westhampnett Chichester

Fell 1 no. Cypress tree (T6), 1 no. Sycamore tree (T7) and 4 no. Ash trees (T2, G8, T9 and G10) within area A1, subject to WH/73/01077/TPO.

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=Q72TVVER0SR00>

Decision on 27/05/20 to Permit the felling of 7 out of 8 of the Trees, but not T1 Beech by entrance on Claypit Lane.

**WH/19/03202/FUL** - Case Officer: William Price

Mr Kevin Carter

Chichester Contract Services Stane Street Westhampnett Chichester

Change of use of part of adjacent travellers site to extend depot, replacement and upgrade of existing depot yard flood lighting, installation of commercial vehicle washing station and removal of existing modern wall that currently is on top of Tudor historic wall.

O.S. Grid Ref. 487970/106032

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q3IXU5ER0UX00>

This was Permitted on 06/05/2020.

Decision Notice posted on website on 10/06/20, Note especially Condition 9 and Informative 2.

In pursuance of their powers under the above mentioned Act and Orders, the Council hereby

notifies you that they PERMIT the following development, that is to say: Change of use of part of adjacent travellers site to extend depot, replacement and upgrade of existing depot yard flood lighting, installation of commercial vehicle washing station and removal of existing modern wall that currently is on top of Tudor historic wall. Chichester Contract Services Stane Street Westhampnett Chichester West Sussex PO18 0NS

to be carried out in accordance with your application WH/19/03202/FUL submitted to the Council on 23 January 2020 and as modified by any relevant under mentioned conditions and subject to compliance with all conditions specified hereunder:

Time limits and implementations conditions:

1) The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990.

2) The development hereby permitted shall be carried out in accordance with the plans listed below under the heading "Decided Plans"

Reason: For the avoidance of doubt and in the interests of proper planning.

Conditions requiring Local Planning Authority written approval or to be complied with prior to commencement of development:

3) No development shall be commenced until such time as plans and details have been submitted to and approved in writing by the Local Planning Authority showing the site set up during construction. This shall include details for all temporary contractors buildings, plant and stacks of materials, provision for the temporary parking of contractors vehicles and the loading and unloading of vehicles associated with the implementation of this development. Such provision once approved and implemented shall be retained throughout the period of construction.

Reason: To avoid undue congestion of the site and consequent obstruction to access.

Conditions requiring Local Planning Authority written approval or to be complied with by developer before occupation:

4) Prior to operation of the vehicle wash (comprising the jet wash area and vehicle wash), a sound test shall be conducted, by a competent person, and the results of the sound test shall be submitted to and approved in writing by the Local Planning Authority. In order to meet approval, the vehicle wash (comprising the jet wash area and vehicle wash) shall not give rise to a Rating Level that is above the background sound level at any neighbouring

residential dwelling, or in excess of 5dB above the background sound level at any pitch at the neighbouring temporary Traveller's site. Representative background sound levels are set out in the Noise Impact Assessment (September 2019) submitted as part of the application (namely 50dB LA90 weekday and 45dB LA90 Saturday). The Rating Level shall be determined in accordance with BS4142:2014 "Methods for Rating and Assessing Industrial and Commercial Sound" and determined 1m from the façade of sensitive receptors. Once installed, the vehicle wash shall at no time exceed the above permitted noise levels and shall fully comply with the findings sound test unless otherwise agreed in writing by the Local Planning Authority

Reason: to protect the amenities of the area and neighbouring properties

5) The development hereby permitted shall not be first brought into use until a fully detailed landscape and planting scheme for the site has been submitted to and approved in writing by the Local Planning Authority. The scheme shall include a planting plan and schedule of plants noting species, plant sizes and proposed numbers/densities, and for large scale developments shall include a program for the provision of the landscaping. In addition all existing trees and hedgerows on the land shall be indicated including details of any to be retained, together with measures for their protection in the course of development. The scheme shall make particular provision for the conservation and enhancement of biodiversity on the application site. The works shall be carried out in accordance with the approved details and in accordance with the recommendations of the appropriate British Standards or other recognised codes of good practice. The approved scheme shall be carried out in the first planting season after practical completion or first occupation of the development, whichever is earlier, unless otherwise first agreed in writing by the Local Planning Authority. Any trees or plants which, within a period of 5 years after planting, are removed, die or become seriously damaged or defective, shall be replaced as soon as is reasonably practicable with others of species, size and number as originally approved unless otherwise first agreed in writing by the Local Planning Authority.

Reason: In the interests of the visual amenities of the locality and to enable proper consideration to be given to the impact of the proposed development on existing trees.

Conditions to be complied with at all times during construction:

6) The development hereby permitted shall not be constructed other than in accordance with the materials specified within the application form and plans, unless otherwise agreed in writing by the Local Planning Authority.

Reason: To ensure that a harmonious visual relationship is achieved between the new and the existing developments.

7) Prior to the installation of the lighting, details showing the position of the lights shall be submitted to the Local Planning Authority and agreed in writing. The lighting hereby approved shall be installed in strict accordance with the agreed details and the submitted Lighting Assessment report compiled by MLB Ltd dated 16.09.2019. The lighting hereby approved shall be maintained in an operational manner thereafter in perpetuity. Should the lighting become damaged or faulty then it shall be replaced by a light of the same luminaire luminous flux. The lighting hereby permitted shall not be operated between the hours of 20:00 to 04:00 Monday to Sunday, except in cases of emergency or exceptional circumstances to be agreed in writing with the Local Planning Authority.

Reason: To protect the amenities of the surrounding area

Conditions to be compiled with at all times following completion of the development:

8) Notwithstanding any submitted plans or documents, the operating hours of the vehicle wash shall be restricted to 08:00 to 16:00 Monday to Friday and 08:00 to 14:00 Saturday. No operation at any other time including Sundays, Bank Holidays and Public Holidays unless otherwise agreed in writing with the LPA.

Reason: To protect the amenities of neighbouring properties

9) The applicant shall at all times ensure that waste water from the vehicle wash facility hereby approved does not enter the foul sewerage network when it is made aware of issues of capacity in the foul sewerage network by Southern Water or an Environment Agency flood warning is in place for the locality.

Reason: In the interest of ensuring adequate flood management in the local are

Decided Plans

The application has been assessed and the decision is made on the basis of the following plans and documents submitted:

Details Reference Version Date Received Status

PLAN - Location Plan and Existing and Proposed Block Plans (A1) PL.01 2 14.01.2020 Approved

PLAN - Vehicle Wash General Arrangement (A1) PL.03 1 03.01.2020 Approved

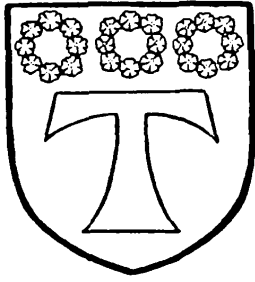
PLAN – SUBSTITUTE PLAN 7/4/20 NORTHERN BOUNDARY DETAILS (A1) PL.02 P2 07.04.2020 Approved

Informative(s)

1) The developer's attention is drawn to the provisions of the Wildlife and Countryside Act 1981, the Conservation (Natural Habitats etc) Regulations 1994, and to other wildlife legislation (for example Protection of Badgers Act 1992, Wild Mammals Protection Act 1996). These make it an offence to kill or injure any wild bird intentionally, damage or destroy the nest of any wild bird intentionally (when the nest is being built or is in use), disturb, damage or destroy and place which certain wild animals use for shelter (including badgers and all bats and certain moths, otters, water voles and dormice), kill or injure certain reptiles and amphibians (including adders, grass snakes, common lizards, slow-worms, Great Crested newts, Natterjack toads, smooth snakes and sand lizards), and kill, injure or disturb a bat or damage their shelter or breeding site. Leaflets on these and other protected species are available free of charge from Natural England. The onus is therefore on you to ascertain whether any such species are present on site, before works commence. If such species are found or you suspected, you must contact Natural England (at: Natural England, Sussex and Surrey Team, Phoenix House, 32-33 North Street, Lewes, East Sussex,

	<p>BN7 2PH, 01273 476595, sussex.surrey@english-nature.org.uk) for advice. For nesting birds, you should delay works until after the nesting season (1 March to 31 August).</p> <p>2) The applicant is hereby advised to positively and proactively engage with Southern Water to ensure that the operation of the vehicle wash facility hereby approved does not exacerbate the operation or capacity of the foul sewerage network.</p> <p>Please Note: The headings to the Conditions are inserted for ease of reference only and shall not affect the interpretation of the Condition(s).</p> <p>The applicant is reminded that the Council operate a formal procedure for the discharge of conditions. Details of this procedure can be found on the Council's website (<a href="http://www.chichester.gov.uk/planningadvice#planningapplications">http://www.chichester.gov.uk/planningadvice#planningapplications</a>) or by telephone (01243 534734).</p> <p>The plans the subject of this decision can be viewed on the Council's website <a href="http://www.chichester.gov.uk">www.chichester.gov.uk</a> quoting the reference number of the application. For all applications after May 2003, the relevant plans are listed as "Plans-Decided".</p> <p>Decision Date : 10 June 2020 Signed: Andrew Frost Director of Planning and the Environment Chichester District Council</p> <p><b><u>Questions / Comments on Sewerage issues arising from CDC Depot, the Transit Site and Madgwick Park:</u></b> Mr Bob Keatley, a resident, said that there are problems with the procedures to notify changes to Planning Conditions.</p> <p>Mr Derek Marlow, a resident, asked if the Parish Council should seek to have a contravention Notice served on Barratt David Wilson Homes.</p> <p>Mr Don Milton said the problem had been going on for years. The biggest improvement came when a bigger pump was installed. It is now overloaded again as the authorities just keep adding connections and the system cannot cope.</p> <p>The Councillors expressed their frustration with the whole matter.</p>	
<p><b><u>140/20</u></b></p>	<p><b><u>REVIEW OF FLOODING AT WESTERTON AND APPLICATION TO OPERATION WATERSHED</u></b> This matter was covered in Minute 136/20 above.</p>	<p><b><u>WH</u></b></p>
<p><b><u>141/20</u></b></p>	<p><b><u>SOUTHERN WATER R: FOUL SEWERS CAPACITY IN STANE STREET:</u></b> This matter was largely covered in Minute 136/20 above. Cllr Burborough said that there had been a formal application in 2013/14 and Cllr Hunt said he would look for this.</p>	<p><b><u>JH</u></b></p>
<p><b><u>142/20</u></b></p>	<p><b><u>STATE OF FOOTPATH 417 &amp; SOUTHERN WATER WORKS:</u></b> Cllr Moth said the <u>surface</u> had improved, and as she is due to mow along there this coming weekend, she would let the Parish Clerk know. If still not satisfactory, the Parish Clerk will then contact the Southern Water project team at MGJV.</p> <p>A further matter to do with the footpath was raised as there is much <u>dog fouling</u> along this path and the other footpaths despite the bins being sited at each end. This then ends up inside the mower, making a most unpleasant and unhealthy cleaning task. The Councillors asked if the CDC Dog Warden could assist again, perhaps with special signage. Also, signage making a direct plea to the dog walkers and reminding them that the mowing is done by the Parish Volunteers. The Parish Clerk to contact the Dog Warden to obtain / create some signage.</p>	<p><b><u>LFL</u></b></p> <p><b><u>LFL</u></b></p>
<p><b><u>143/20</u></b></p>	<p><b><u>COMMUNITY HALL:</u></b></p> <ol style="list-style-type: none"> <li>1. Cllr Holden explained the situation as it is known. The <u>Community Hall re-opening</u> comes within the governments Step 3 which should be effective on 4<sup>th</sup> July. There is also guidance from ACRE. Mr Richard Skillern said he would prefer this not to drift and was happy to do a Risk Assessment with someone. He advocated the lightest touch possible making sure the Hall Hirers are the people responsible. This matter will be discussed at the Community Hall Committee Meeting on 29th June. There was also a general discussion about the use of the Village Green for classes.</li> <li>2. In regard to the <u>Bookings Mobile</u> (Pay as You Go) the relative costs were discussed with the cheapest monthly contract at £18 plus VAT. Mr Richard Skillern said he was happy with the Pay as You Go at about £10 per month at present, as he receives more calls in, and mostly send texts or emails. It was agreed to leave the Mobile at Pay as You Go.</li> <li>3. Cllr Holden advise that <u>payment cards</u> are due to have biometric Id added onto them which would make using them difficult for more than one person. For Hall related purchases it was agreed to continue to pay reimbursements or make purchases by cheque for now. The Parish Clerk to find out what other Parish Councils do, especially regarding to online verification of payments.</li> <li>4. The suggested use of the NHB for 2020 of an <u>Audio-Visual system</u> was approved in principle, to be discussed under Item 17.4 (See Minute 148/20 4. below).</li> <li>5. It had been suggested that <u>Freestanding handwashing equipment</u> would be useful in the current situation. This was discussed in full – would it be inside, or outside? Could one be created without buying a special unit? Who would look after it? Perhaps hand sanitizer via a wall dispenser would be suitable? Cllr James suggested waiting until further guidance is available. All agreed.</li> <li>6. <u>Padlock</u> on Outside Store. The Parish Clerk explained that this would not be practical as the Hall hirers, cleaner and bin men need to access the bins at any time. It was mentioned that the External Store door is a bit sticky – the Parish Clerk will report to Reilly's.</li> </ol>	<p><b><u>WH</u></b></p> <p><b><u>LFL</u></b></p> <p><b><u>LFL</u></b></p>





# WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

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## Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 13th July 2020 via Zoom

### Present:

**Parish Councillors:** Cllr C McLeish (Chairman), Cllr W Holden (Vice-Chairman), Cllr S Burborough, Cllr S James and Cllr C Moth.

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

12 members of the public also attended, including Mr A Ball (RR).

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
154/20	<b><u>OPEN THE MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b> Cllr McLeish opened the meeting, welcoming all via Zoom.	
155/20	<b><u>DISCLOSURE OF INTERESTS:</u></b> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).	
156/20	<b><u>CONFIRM MINUTES OF THE LAST FULL PC MEETING held on 15<sup>th</sup> June 2020</u></b> The Minutes for the Parish Council meeting held on 15th June 2020 were accepted. Cllr Holden proposed that they be approved, this was seconded by Cllr James, all were in favour and they were then signed by the Chairman.	<b><u>CMcL</u></b>
157/20	<b><u>MATTERS ARISING:</u></b> To deal with any matters arising from the Minutes of the last meeting. None.	
158/20	<b><u>REPORTS FROM EXTERNAL BODIES:</u></b> <b><u>Mr Andrew Ball (Rolls Royce Motor Cars) submitted the following report, and took questions only:</u></b>  <b><u>Operations</u></b> <ul style="list-style-type: none"> <li>• <i>The company is continuing to operate a single production shift each day, compared to its usual two – around 1000 people. The production shift runs from 06.00 to 15.00.</i></li> <li>• <i>Many of those in support roles who are able to work from home are continuing to do so, in accordance with official Government guidelines.</i></li> <li>• <i>All employees returning to work have been reminded that they must park on site, respect local speed limits and respect local residents by leaving the site quietly and safely. This message has been reinforced through our weekly team brief.</i></li> <li>• <i>Buses are in operation from the Technology and Logistics Centre in Bognor Regis. Numbers of available seats been reduced in compliance with PHE guidelines.</i></li> <li>• <i>Summer Shutdown from Monday 20 July for three weeks.</i></li> <li>• <i>Customer collections have resumed.</i></li> </ul> <b><u>Supporting the local and national effort</u></b> <ul style="list-style-type: none"> <li>• <i>Alongside production, Rolls-Royce continues to produce kits for face visors for frontline healthcare workers.</i></li> <li>• <i>The company's Leathershop are producing face masks worn by employees.</i></li> </ul> <b><u>Planning applications</u></b> <ul style="list-style-type: none"> <li>• <i>Planning applications regarding the ongoing use of two temporary structures – as advised at last WPC meeting – are due in shortly.</i></li> <li>• <i>This relates to the storage tent between buildings 90/98 – (most likely to be visible from Stane Street car park) and the 'finessing' tent to the west which lies adjacent to Building 51 (visible from The Drive).</i></li> </ul>	

158/20  
Cont.

**Parking/drop-offs on local roads**

- Our Security staff have attended Old Arundel Road as promised.
- A small number of complaints concerning staff 'drop-offs' in Roman Walk. Security staff briefed and are due to patrol.

**Further Points:**

Mr Ball also advised that RR are chasing up the "Deliveries" road sign and Cllr Hunt offered to assist if a name could be provided to him.

Mr Ball gave an update on the bees and wildlife within the Works and Cllr Potter suggested sending this information to the South Downs National Park as RR are so close to it.

It was confirmed that parking in Old Arundel Road has massively improved, with far fewer cars, and only a couple of white vans parking early in the morning.

Mr Ball was advised that the trees within the Parking off Claypit Lane were suffering from lack of water, he will take this up with the Landscaping Team.

JH

AB

**CDC Cllr Henry Potter submitted the following report, and took questions only:**

*The District Councils' Overview and Scrutiny met on Tuesday 30th June with the main purpose to review the Councils Covid-19 Recovery Plan.*

*It is quite apparent that there will be significantly less resources available so a focused, balanced and affordable Plan will be required concentrating on those things where the most difference can be achieved whilst recognising the limited capacity which will be available.*

*Tourism is of great importance to the economy of the District bringing in about £470 million to the area. 14% of employment in the District is in the tourism sector, equating to 6,472 full time employees. So, tourism will be strongly supported in the recovery plans. We have not heard directly from The Goodwood Companies but the impact on their events programme is colossal and this will impact on tourism locally. Previous studies commissioned by Goodwood indicate that £37million is fed directly into the local economy by the Goodwood Events. So, Visit Chichester is high on the Agenda.*

*At the O&S meeting, John Ward, the Director of Finance and Corporate Services outlined the Financial impact on the Councils Budgets and in his report he recommended that £8,070,000 be released from reserves to meet the demands of the pandemic for the coming year and that We must work to achieve a balanced Budget within 5 years using this money in the intervening years. It will not be easy! But CDC is more financially secure than most other Councils. In fact, it is the fourth best performing Council in England mainly through its prudent investment in income generating property in the City and industrial estates. However, there are vacant business properties across the range, and this is expected to impact on the Budget if there are many more business failures in the future.*

*It was also agreed to continue to support the High Street Recovery and Transformation which of course includes the Southern Gateway Project though it was suggested that the retail sector here will need addressing when the full impact on the existing shops is assessed. The*

*Project itself shouldn't affect the Council financially, this will be borne by the chosen Developer, but the only immediate loss to the Council is the land involved which does belong to the Council, a Car Park, the Bus Depot and land in Terminus Road where the bus garaging facilities are due to go.*

*The other thing I wish to mention is the importance of the Public consultation on the Interim Planning Statement which closed on the 10th July. This will be, as it suggests, an interim document to support the lack of a Reviewed Local Plan as of 25th July which is the date that the Review should have been completed and forwarded to the Planning Inspectorate for adoption. This hasn't happened due to the complex constraints of finding suitable sites for the additional 170 new homes as dictated by the revised National Planning Policy Framework which was implemented in 2019. I have asked everybody to consider responding to this consultation as every voice will count. With absolutely no improvement to the infrastructure in the District, and here I'm talking about the A27, Doctors availability, Hospital beds, Sewage handling and Treatment, the list is endless. And this is what the IPS is all about, we don't have the capacity for all this additional housing and we will not be able to maintain the 5 year supply of housing land as dictated by the Ministry for Housing.*

*I regret the length of this report, but we are facing very difficult times and some very hard decisions.*

*On a local note, a application to vary the precise style of the new northern boundary fencing for the new facilities (vehicle wash down) at Chichester Contract Services was approved but it was deemed unnecessary to receive any comments from consultees as Permission was already granted. The variation is very similar but with fewer brick piers between the infilling steelwork.*

*Henry Potter, CDC Member for Goodwood Ward.*

**Further Points:**

Cllr Potter also warned that there is to be a Goodwood Motoring Event at the Motor Circuit on October 16<sup>th</sup>, 17<sup>th</sup> & 18<sup>th</sup> that could prove very noisy.

**WSCC Cllr Jeremy Hunt submitted the following report, and took questions only:**

**Schools Update - Helping build the confidence of parents and children ready for the September return**

Next Monday we will be reissuing the updated risk assessment to schools. This has been updated in preparation for September's return, along with some helpful local advice and guidance on curriculum planning for the new year as well as covering updated advice for supporting emotional wellbeing.

Our communications team are putting together some information for parents to try and answer some of their questions and concerns. It will also give them an insight into how schools may be preparing for September. The team are hoping to include some short video clips and interviews with headteachers, teachers and possibly students on how they are preparing for September. These will aim to be no more than 3-5 minutes long and are aiming to give confidence to parents and children, about the return in September.

**School Travel Survey**

DfE guidance for full opening has suggested schools and local authorities work closely together on school transport. In order to help the County Council understand the ways parents intend to get their children to and from schools in September, we are asking all parents, including parents of year 7 pupils starting next term, to complete the short online survey linked below.

Please note this is targeted for pupils not entitled to free travel arranged by the County Council only with a closing date of 24 July 2020.

Home to school travel survey - West Sussex County Council - Citizen Space

**Support for cycling and walking**

Last month I reported that the government had allocated £3.9m to WSCC to support the cycling and walking initiative. This will be split into two tranches; the first tranche is £784k and I am delighted to say that they DfT have approved all the schemes we put forward. This money was for pop up schemes across the county that could be implemented within four weeks. I am pleased that a scheme for a safer cycle route around Chichester, from Southgate, around the Avenue de Chartres, Orchard Street, Northgate and Oaklands way, was approved. Detailed plans are currently being drawn up and should be implemented fairly soon. Read the full story. Or go to: <https://www.westsussex.gov.uk/news/green-light-for-21km-of-temporary-cycleways-in-west-sussex/>

The second tranche of money, the balance of the £3.9m, won't be paid until later in the summer and will most likely support cycling and walking schemes that we have already identified in our long term strategy. Our Walking and Cycling Strategy can be found at: [https://www.westsussex.gov.uk/media/9584/walking\\_cycling\\_strategy.pdf](https://www.westsussex.gov.uk/media/9584/walking_cycling_strategy.pdf)

**Household Waste Recycling Sites**

As from Monday 6th July most of our sites are expanding what they can take for recycling. Unfortunately, because Westhampnett was already restricted due to the current re-building programme, this expansion, including being able to access certain sites with trailers, won't apply to Westhampnett. For full details read our release online.

So just as reminder, at Westhampnett, soil, hardcore, plasterboard, asbestos, tyres and textiles/clothes continue not be allowed at this time.

**Libraries**

From Monday (July 6), West Sussex Library service is introducing a 'Select and Collect' service. People will be able to reserve specific titles in the usual way online or by phoning their local library.

These can then be collected from the front of all 36 of our libraries without the need to enter the building.

For more details click on 'Select and Collect' service above or go to: <https://www.westsussex.gov.uk/news/select-and-collect-service-coming-to-a-west-sussex-library-near-you/>

**Broadband**

WSCC announce a Broadband boost for rural homes and businesses as they announce additional funding for the Government voucher scheme. Residents and small and medium-sized businesses in rural areas of West Sussex can now benefit from the fastest and most reliable broadband connectivity if they choose to 'go gigabit'. For further details go to: <https://www.westsussex.gov.uk/news/broadband-boost-for-rural-homes-and-businesses-as-councils-announce-additional-funding-for-government-voucher-scheme/>

**General Covid Update.**

With regard to the present Covid-19 situation, I'm sure you are all fully up to date with the latest national statistics, but to update you as far as WS is concerned, a few bullet points:

- There have been 2,691 recorded cases in West Sussex according to the latest data from Public Health England. An infection rate of 313.3 per 100,000 residents. These numbers now include those identified by testing in all settings. Due to this change many cases previously not attributed to any area are now included in area totals. This is not a recent surge in cases – the cases now being reported occurred from April onwards.
- West Sussex County Council (WSCC) has produced a COVID-19 Local Outbreak Control Plan, as required by the Government, which was published on Tuesday, 30th June 2020. This details how local, regional and national



158/20 Cont.	<p>organisations and responses will work together as a system to prevent cases of the virus, where possible, in West Sussex and respond to any local outbreaks. The plan covers seven key themes: managing outbreaks in West Sussex care homes and schools, identifying and managing high risk places, locations and communities, local testing capacity - testing in Sussex, contact tracing in complex settings, data integration, supporting vulnerable people, and governance. More detail on operational delivery elements will be added to the plan as further guidance is produced nationally, and as the national Joint Biosecurity Centre becomes fully operational.</p> <ul style="list-style-type: none"> <li>The WSCC Community Hub will continue to operate seven days a week for the foreseeable future. It is staffed from 8.00am to 8.00pm, seven days a week, with a dedicated web page and a telephone helpline: <b>033 022 27980</b>. We are now moving to the next stage of support as the government end their free delivery of food and medicine to the 'critically vulnerable group' of people as of 1st August. Our hub staff are now contacting all those who have had this support, to make sure that they are now able to access food and medicine for themselves or have alternative means of support. If necessary, any extra support will be put in place. The staff in the hub have made in excess of 20,000 contacts. For more details go to:<a href="https://www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/community-hub-covid-19/">https://www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/community-hub-covid-19/</a></li> <li>The national Test and Trace system launched on 28th May. For more information the Links to national guidance are: <a href="https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works">https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works</a> <a href="https://www.gov.uk/guidance/nhs-test-and-trace-workplace-guidance">https://www.gov.uk/guidance/nhs-test-and-trace-workplace-guidance</a></li> <li>The County Council is working hard to understand the long-term financial implications of Covid 19 – which I'm sure you can imagine are going to be huge. Currently, we are predicting a slightly revised cost for this financial year, down marginally from around £77m which I advised last month, to currently around £70m. Obviously this is still a real challenge, but it is still only an educated calculation of our challenges over the year. It will also rely on how long the lockdown continues, and over what time span we come out of it.</li> <li>For your information we will be holding our first – virtual – full County Council meeting on 17th July. We will be setting out some details of our re-set plans together with our plans on our long-term finances (Medium Term Financial Strategy) and how these have been impacted by Covid19. This meeting will be webcast as usual.</li> </ul> <p>Just a reminder about our dedicated webpage which covers virtually all aspects in relation to Coronavirus. It also contains many links to other websites where you can find additional information, including a link to the CDC hub. Please note, this page has a new web address and can now be found at <a href="https://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/">https://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/</a></p> <p>We are also continuing to issue our Town and Parish News, as well as regular press releases (<a href="https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/">https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/</a> ). Please check these sites regularly, particularly both our Coronavirus website and the CDC coronavirus website, for regular updates.</p> <p><b>Just a few Local Issues:</b></p> <p>I am pleased that you have submitted your Operation Watershed application for the remedial works in Westerton Lane and I can confirm that I have signed it off. Hopefully it should get approved fairly soon. I would just like to thank Gary Rustell, our officer, for his support and advice, together with Darren Norris from Goodwood for his support. I would also like to thank Goodwood for agreeing to undertake the removal of the redundant land bridge.</p> <p>Secondly, as you will no doubt have seen, the Transit site is now open again for normal visitors.</p> <p>I can confirm that the PC's request to only have the double yellow lines implemented as part of phase 1 of the Chichester Road Space Audit – and not the actual parking zones – has been agreed. I believe the aim is to implement them before the end of the year – subject obviously to any possible second wave of Covid19. This will then give you around six months to consider if you want to implement the parking zones as part of phase two. Please remember that the proposed zones and the timings – as advertised – cannot be changed as the overall TRO has been approved. No problem if you decide you don't want to proceed with the zones but please remember, as I said last month, if you don't then it is unlikely that we would undertake this exercise again in the foreseeable future.</p> <p>Lastly, a query regarding the transit site sewage being connected to the mains was raised last month. I haven't reproduced all the details here, but I have supplied chapter and verse to your Clerk, including a full explanation of their approval from SW, so if you have any further queries please speak to Linda.</p> <p>Happy to take any questions.</p> <p>Jeremy Hunt – West Sussex County Council Member for Chichester North c/o Cabinet Office, County Hall, West Street, Chichester, PO19 1RQ E:mail <a href="mailto:Jeremy.hunt@westsussex.gov.uk">Jeremy.hunt@westsussex.gov.uk</a></p> <p>There were no questions.</p> <p><b>AB left the meeting at 19.28.</b></p>	
159/20	<p><b>MEMBERS' REPORTS:</b> To receive reports from Members where not covered in agenda below. None.</p>	
160/20	<p><b>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</b></p> <ol style="list-style-type: none"> <li>State of Footpath around Southern Water / MGJV Works – This has now improved, no further action at this time</li> <li>Toughened Glass now installed in all 3 new Bus Shelters.</li> <li>Bollards x 3 at end of Old Arundel Road – No repairs done, to be reported again</li> <li>Dog Poo Signs around Parish – Poster to be designed and put up at various locations.</li> <li>Goodwood Cinema Hooting of car horns – emailed Goodwood to ask for this to cease, they have put in place a plan to stop it.</li> </ol>	<p><b>LFL</b> <b>LFL</b></p>

**PLANNING MATTERS:****Planning Update since the last Parish Council Meeting on 15th June 2020****New Planning Applications for the period week 25 (17/06/20) to week 28 (08/07/20) inclusive****WH/20/01107/DOM - Case Officer: Vicki Baker**

Mr S Rigden

Bay Leaf House Stane Street Westhampnett PO18 0NT

Extension of existing double garage to provide additional secure parking.

O.S. Grid Ref. 488242/106148

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q9NMW3ERISB00>**The PC has no comment to make.****Update on outstanding Planning Applications****WH/20/01080/FUL - Case Officer: Calum Thomas**

Mr Paul Calvesbert

Hadley House Claypit Lane Westhampnett PO18 0NU

Demolition of existing two storey detached dwelling house and garage and the construction of a two storey detached dwelling house, with balcony to the southern elevation and link to garage and indoor pool enclosure. To include a reconfiguration of the existing access to provide a new entrance gate and pillars.

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=Q9HWOZERINL00>

The Parish Council has made some observations directly to Calum Thomas regarding the build materials, hedges, water course via a culvert and boundary treatment, and subsequently lodged the following on 22/06/20:

Westhampnett Parish Council OBJECTS to this application for the following reasons:-

There are inconsistencies between the application form and the submitted drawings which prevent the Council from making an informed response.

**1. Application Form Item 7 states:** Proposed walls: Red brick & Timber Cladding whilst the elevation drawings 033A & 034A only refer to brickwork.**2. Proposed Roof Material:** Artificial slate roof tiles.

The majority of the properties in the area have tiled roofs.

The Parish Council considers that red clay tiles would be more appropriate and in keeping with the local vernacular.

**3. External hard surfaces:** Tarmac; permeable block and 25mm limestone are proposed.

The locations of these materials are not indicated on the drawings; therefore, the Parish Council is not able to assess/comment on impact.

**4. Trees and Hedges.**

Application Form Item 10

Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character?

The answer has been given as NO this is incorrect and should be YES.

Drawing TP-P-001

States in bottom right hand side:

\* TREES PROPOSED FOR REMOVAL IN APPLICATION WH/20/00736/TPA BECAUSE OF THEIR POOR CONDITION.

Removal of T1 Beech was not allowed when application WH/20/00736/TPA was determined therefore the entrance way cannot be shown to be as per TP-P-001, or as per 035A Proposed Visibility Splays which states T1 Beech is removed.

WH/20/00736/TPA permitted the felling of 7 trees, but not including the large Beech T1 on Claypit Lane. The Decision Notice includes the requirement to replant as well.

The Decision Notice is: [https://publicaccess.chichester.gov.uk/online-applications/files/5312A1FF2BACBC57C5F53971CC4FFC70/pdf/20\\_00736\\_TPA--2849638.pdf](https://publicaccess.chichester.gov.uk/online-applications/files/5312A1FF2BACBC57C5F53971CC4FFC70/pdf/20_00736_TPA--2849638.pdf)

In the Delegated Decision Sign-off Sheet, item 4. Planning Considerations it says that:

T1 has been removed from this tree application as the requirement to remove it to enlarge the entrance/visibility splays is a planning issue. However, it also has importance due to its high amenity value and this can be further reviewed within the current planning application WH/20/01080/FUL.

See sheet: [https://publicaccess.chichester.gov.uk/online-applications/files/74FE7C21299E7C5A6FBFFB769CFB0793/pdf/20\\_00736\\_TPA--2849640.pdf](https://publicaccess.chichester.gov.uk/online-applications/files/74FE7C21299E7C5A6FBFFB769CFB0793/pdf/20_00736_TPA--2849640.pdf)

161/20  
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The Parish Council strongly OPPOSES the removal of T1 Beech. Removal of which would severely impact on the natural habitat, proposed nature corridor for Claypit Lane and local environmental vernacular.

**5. Application Form Item 11. Water courses.**

The answer to Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck) the following has been given as NO although under the same item the answer is YES to draining into an existing water course. Local knowledge is aware of a culverted stream/water course within the boundary of the property which runs from the junction of Madgwick Lane to Stane Street. Therefore the answer to this question should be YES.

**6. Application Form Item 12. Biodiversity**

It is considered that the answer to item 12b) should be YES not NO.

**7. Proposed Gates and Boundary Treatment to Claypit Lane.**

Clarification of proposals is required.

Planning Application Form, item 7 - Boundary treatments states laurel hedging; oak gates; brick to match dwelling

Drawing 032A (diagram 1) indicates:-

Proposed Gates, East & West Elevations: Laurel hedge either side of brick piers to gates.

Drawing 032A (diagram 2) indicates:-

New gates with brick piers & flint wall and Beech Hedge behind boundary wall.

Drawing 036A Proposed Landscape Plan indicates Laurel hedge either side of brick piers on highway frontage. No mention made of flintwork.

The Parish Council is OPPOSED to the introduction of walls.

This is a rural environment. Boundary treatments should reflect and be sympathetic to the local vernacular. Proposals should not undermine or adversely affect the roots of the existing mature trees.

**8. Demolitions.**

The Parish Council endorse requested conditions by Environmental Officer Liz Annalls, in respect of bats, birds and lighting.

**Now overdue.**

**SDNP/20/01568/FUL** - Case Officer Vicki Colwell

The Goodwood Estates Limited

Addition of a porch to the Lennox Suite.

The Goodwood Hotel , Hat Hill Road, Goodwood, Chichester, PO18 0QB

Grid Ref: 489227 108345

<https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q937ESTUMMR00>

**SDNP/20/01569/LIS** - Case Officer Vicki Colwell

The Goodwood Estates Limited

Addition of a porch to the Lennox Suite.

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Grid Ref: 489227 108345

<https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=Q937GITUMMS00>

These linked applications have been Called-In by SDNP.

**The PC has no comment to make.**

**WH/20/01411/TDOC**

Madgwick Park

Extend hours until 9pm, Monday to Saturday, effective immediately and continuing until 31 December 2020 from permissions WH/15/03524/OUTE1, WH/15/03884/OUT, WH/18/01024/REM, WH/18/01023/REM, 19/02351/NMA, 19/02629/NMA and 19/02346/REM.

Land North Of Madgwick Lane Westhampnett West Sussex

The Parish Council lodged the following comment:

Westhampnett Parish Council wishes to make the following Comments and Objection:

The site is under construction and it has several houses occupied. It borders existing residential development, particularly Westhampnett Nursing Home to the north and Westhampnett Mill (The Sadlers) and housing on Madgwick Lane to the south and west. Lanburn (horse) Stud is adjacent to the northern boundary.

**161/20  
Cont.**

The Parish Council acknowledges that the Covid19 pandemic has had a significant effect on all businesses. However, it has a duty of care to consider the impact of this application on both existing and new residents.

The Parish Council considers that the commercial proposals do not take account of the adverse effect on residents and considers that both the proposed extension to working hours and the duration for the interim arrangements are excessive for the following reasons: -

1. Noise and disturbance until late evening would adversely impact: -

Children's bedtimes and ability to sleep.

The well-being of elderly residents in the adjacent nursing home.

In addition to the above, Saturday afternoon & evening working would be detrimental to Family leisure time.

2. Health and Safety.

Segregation of the site between construction workers and the public, particularly children at play, is a concern, especially as the working areas within the site change with the progress of the development.

Dark evenings - the extended working hours are during the period when the day length is shortest and as such, floodlighting would be necessary to ensure a safe working environment. This would have a visual impact to and cause disturbance for residents.

Therefore, the Parish Council OBJECTS to the hours and the period proposed but would be prepared to consider:

Working hours extended to 7.30pm Monday to Friday; and until 4pm on Saturday.

Until 23 December 2020.

Subject to the following conditions being imposed: -

- A nominated Clerk of Works or Site Manager to be on site during all working hours.
- NO floodlights for site building operations after 5.30pm BST or 4.30 GMT, excluding lighting for security & safety purposes.
- NO external working after 5.30pm BST or 4.30pm GMT.
- NO radios or personal audio devices to be used externally.
- Vehicles accessing/egressing the site to do so quietly - NO use of horns other than in an emergency.
- Internal lights in unoccupied dwellings to be switched off:
  - a) If dwelling not being worked on.
  - b) After permitted extended hours.

**13/07/20 Still Pending Consideration, now overdue.**

**WH/20/00752/LAPREM**

Minor Variation of Premises Licence

Goodwood Motor Circuit Claypit Lane Westhampnett Chichester West Sussex PO18 0PH

Application to vary the premises licence for part of the motor circuit to create space for drive in cinema

**The PC has no comment to make.**

**13/07/20 Still open for consultation even though the Cinema screenings have started.**

**Decisions**

**WH/20/01090/TPA** - Case Officer: Henry Whitby

Linda Peet

5 Furze Close Westhampnett PO18 0SW

Crown reduce by approx. 4m (all round) to leave a height of approx. 18m and widths of approx. 5m on 1 no. Oak tree (marked on plan as T1, TPO'd nos.T41) subject to WH/07/00118/TPO.

O.S. Grid Ref. 488422/106392

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q9K59OERIPL00>

**Permitted on 16/06/2020**

**WH/20/00784/LBC** - Case Officer: William Price

Mr John Brown

The Close Stane Street Westhampnett PO18 0NT

1 no. replacement external door with side panel and window on ground floor, removal of internal door and partition wall, new drainage pipe routed through existing wall below ground floor level and connected into existing drain, replacement ground floors, new suspended ceilings and 2 no. replacement chimneypieces and hearths.

**O.S. Grid Ref. 488046/106163**

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q7DQ9VERH2Z00>

**Permitted on 26/06/2020**

161/20  
Cont.

**WH/20/00097/FUL** - Case Officer: Jeremy Bushell

Crayfern Homes

Land Adjacent To Hadrian Drive Westhampnett Chichester

Erection of 9 no. dwellings, parking, landscaping and associated works.

O.S. Grid Ref. 488507/106267

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=Q45N6HERME600>

**Refused on 19/06/2020**

**Decision Notice:**

In pursuance of their powers under the abovementioned Act and Orders, the Council hereby notify you that they REFUSE the following development, that is to say:

Erection of 9 no. dwellings, parking, landscaping and associated works.

Land Adjacent To Hadrian Drive Westhampnett Chichester West Sussex PO18 0FP

as shown on plan and application no. WH/20/00097/FUL submitted to the Council on 23 January 2020.

The reason for the Council's decision to refuse to permit the above development are:

1) The proposed development by reason of the number and layout of proposed dwellings, the amount of private amenity space and the large areas of hardstanding for car parking and turning would result in an over-development of the site and an unneighbourly and unsatisfactory living environment for the future occupiers with resulting harm to the visual amenity of the surroundings. The proposed development is therefore contrary to policy 33 of the Chichester Local Plan: Key Policies 2014 - 2029.

2) In the absence of a signed S.106 legal agreement the application makes no provision for securing either the requirements of policy 34 of the Chichester Local Plan: Key Policies 2014-2029 with regard to affordable housing. Furthermore there is no mechanism to secure the recreational disturbance mitigation for the Chichester and Langstone Harbours Special Protection Area. In failing to secure the necessary affordable housing and mitigation requirements which the development generates, the proposals are contrary to Paragraph 56 of the National Planning Policy Framework (February 2019) and Policies 34 and 50 of the Chichester Local Plan: Key Policies 2014-2029, the Conservation of Habitats and Species Regulations (2017), the Planning Obligations and Affordable Housing SPD and the Interim Policy Statement for Housing.

**INFORMATIVES**

1) This decision relates to the following plans: 83\_18 100 Rev D; 83\_18 101 Rev A

2) The Local Planning Authority has acted positively and proactively in determining this application by identifying matters of concern with the proposal and determining the application within a timely manner, clearly setting out the reason(s) for refusal, thereby allowing the Applicant the opportunity to consider the harm caused and whether or not it can be remedied as part of a revised scheme. The Local Planning Authority is willing to provide pre-application advice and advise on the best course of action in respect of any future application for a revised development.

The plans the subject of this decision can be found at the Council's website [www.chichester.gov.uk](http://www.chichester.gov.uk) quoting the reference number of the application. For all applications after May 2003, the relevant plans are listed as 'Plans Decided'.

Date : 19 June 2020

Signed: Andrew Frost

Director of Planning and the Environment

Chichester District Council

End of Report.

**Further Points:**

Cllr Potter said that in relation to the above Planning Application the person is still very interested in a Bar / Restaurant on that site.

Cllr Burborough raised the matter of the Willow Tree at CDC Depot being taken down as part of a Discharge of Conditions on the recent Planning Application:

**WH/ 20/01644/DOC** - Case Officer William Price

Chichester Contract Services Stane Street Westhampnett Chichester West Sussex PO18 0NS

Discharge of condition 5 from planning permission 19/03202/FUL.

Removal of Willow Tree due to fungus, and replant with another tree

Existing Hawthorn Hedge to be replaced with large specimen Hawthorn.

This matter to be looked into as soon as possible.

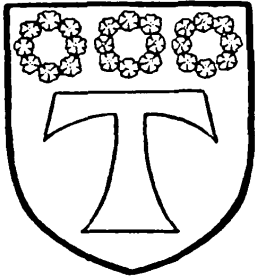
**ALL**

<p>161/20 Cont.</p>	<p>A new Planning Application has recently been lodged:</p> <p><b><u>WH/20/01600/EIA</u></b> Screening Opinion to confirm whether or not there is a requirement for an Environmental Impact Assessment in connection with the proposal for 'Residential development comprising up to 250 dwellings, including an element of affordable housing, associated landscaping, open space, sustainable drainage systems and vehicular access from Madgwick Lane', on parcel of land to the north of Madgwick Lane. Land North Of Madgwick Lane Westhampnett Chichester West Sussex PO19 7AG West Sussex</p> <p>This was not notified directly to the Parish Council and came to light as a resident received an Alert from CDC. A number of residents then contacted the Parish Council and Cllr Potter. The Parish Council and the residents from the group of houses in Old Place and Madgwick Lane are very concerned as to the impact of this potential development.</p> <p>Mr David Thomas, a resident, said it was against everything they had been told by the developer. Mrs Sandra Reid, a resident, said that an EIA does not have to be consulted upon. Mrs Jean Hardstaff, the planning expert for the Parish Council, said the application documents were misleading as they showed 2 different sites, and the Area is not included in the current or proposed updated Local Plan. Cllr Hunt said the Graylingwell site is not in Lavant, it is in Chichester City. The developers are trying to piggy-back the EIA from the Graylingwell and Westhampnett site details. He added that after 15<sup>th</sup> July there will "open house" to developers as Local Plan will have expired. Cllr Potter said the Interim Policy is to be the replacement for the Local Plan. Mr Derek Marlow, a resident, outlined the planning process where the preliminary step is a requirement for an EIA. CDC must answer yes or no, and their decision can be appealed to the Secretary of State. This is a very early stage.</p> <p>The Councillors agreed that as they know little about the details of the process and of the potential development, this would be looked at urgently and would be on the Agenda for the next PC meeting.</p> <p>Meanwhile the Parish Clerk was asked to obtain an extension of time to reply to CDC, and to see if the EIA for Madgwick Park can be located.</p>	<p><u>ALL</u></p> <p><u>LFL</u></p>
<p>162/20</p>	<p><b><u>REVIEW OF WESTERTON LANE FLOOD RELIEF PROJECT AND APPLICATION TO OPERATION WATERSHED</u></b></p> <p>Cllr Holden advised that the Application form has been submitted to WSCC, including 3 quotes from Landbuild at £8680, B&amp;M Plant Hire (Sussex) Limited at £14,884, and Hamilton Construction Services at £24,089, with E P Clark &amp; Co Ltd not quoting. The determination is fairly soon. Goodwood have topped off the ditch vegetation today.</p>	
<p>163/20</p>	<p><b><u>SOUTHERN WATER RE: FOUL SEWERS CAPACITY IN STANE STREET</u></b>: Update on correspondence with SW</p> <p>The Parish Clerk confirmed that after a series of emails a virtual meeting only was offered by Floyd Cooper and Joff Edevane, Southern Water, however due to nature of the problems, the Councillors considered this not suitable and will wait until the Covid 19 guidelines allow an onsite meeting. Meanwhile Floyd Cooper offered to email some mapping of the sewerage system.</p> <p>Mr Bob Keatley, a resident, said that an email he has from Southern Water contradicts what Cllr Hunt was told, ie that the connection of Madgwick Park to the Stane Street system is not a temporary measure. He asked where the flow will go until the development is completed? It would seem that Southern Water say it is not with their agreement. He asked Cllr Potter if CDC Enforcement are getting involved? Cllr Potter replied that Jo Bell had asked for information from BDW Homes and Southern Water. He further asked if CDC could look into this and Cllr Potter said he would chase up CDC Enforcement.</p> <p>Cllr McLeish asked if the PC could contact OFWAT on this matter as Southern Water are constantly saying one thing and doing or allowing another? The Parish Clerk will find out if OFWAT is the right body to complain to, and if not them, to whom?</p> <p>Cllr Potter advised that nothing would be connected to the new 10km pipeline until it is completely finished, including at all 3 pumping stations.</p> <p><b>JH &amp; HP left the meeting at 20.26.</b></p>	<p><u>LFL</u></p> <p><u>HP</u></p> <p><u>LFL</u></p>
<p>164/20</p>	<p><b><u>VOLUNTEERS WORK PARTIES</u></b></p> <p>Cllr McLeish thanked all the below Volunteers for keeping the area nice and tidy:</p> <ol style="list-style-type: none"> <li>1. For the watering to keep the new grass around the Community Hall alive</li> <li>2. For installation of the external power supply</li> <li>3. For clearing undergrowth around Westerton Bus Stop, Noticeboard and BT phone box</li> <li>4. For keeping the mown areas of the Parish looking good</li> </ol> <p>Mr Andrew Blanchard, a resident, said that the Village Green Play Area is very weedy, with lots of thistles and is in dire need of attention. This matter to be discussed at the next PC meeting.</p>	<p><u>LFL</u></p>
<p>165/20</p>	<p><b><u>VILLAGE GREEN PLAY AREA AND WESTERTON PLAYING FIELD</u></b></p> <ol style="list-style-type: none"> <li>1. Huge thanks were given to Mr Bob Keatley for all the preparations to enable to 2 Play Areas / Outdoor Gym to be re-opened on 11<sup>th</sup> July.</li> <li>2. Mr Keatley then provided an overview of the tasks raised within this year's ROSPA reports:</li> </ol> <p>At the <u>Village Green Play Area</u> – the Bench inside the area needs moving, and Splits in the timbers need monitoring. There are some areas of rot in the Stepping Logs, the Parish Clerk to check the Warranty with the Supplier. At <u>Westerton</u> – 2 shackles had to be changed, now done, and Timber Shakes on Outdoor Gym need monitoring. The Goal Posts and corroded areas of the Multi-play need repainting in September. The tyre needed to be removed, with a wooden Step with non-slip coating approved to replace it. Bird spikes are needed at the top of the Outdoor Gym poles. Cllr Holden asked if Bird Spikes were Ok with Health and Safety, and Mr Keatley confirmed Ok.</p>	<p><u>LFL</u></p>

165/20 Cont.	Approval for these remedial works at an approximate cost of £100 was given by the Councillors.  Mr Keatley also requested funding for a PVC cover to fit over the new External Electrical Box for use when a cable is installed within it, to keep the connection dry. This would cost £36 including VAT. The Councillors approved this purchase.	<u>LFL</u>  <u>RK/</u> <u>LFL</u>
166/20	<b><u>COMMUNITY HALL:</u></b> 1. Cllr Holden advised that he, Richard Skillern and the Parish Clerk held a meeting on 8 <sup>th</sup> July to review how to enable the Community Hall to be re-opened. Volumes of Health and Safety and other information from ACRE was gone through, and it was agreed that the Hall should be re-opened on 3 <sup>rd</sup> August. Vikki Hibbert would do a deep clean shortly before, and the first booking is 5 <sup>th</sup> August. The Parish Clerk will arrange for the CDC Waste Bin & Recycling Bin collection to re-commence. He thanked Richard Skillern for handling all the changes in connection to Bookings. 2. Mrs Jean Hardstaff reported that there is no date for the installation of the Railings yet. The Electrician has installed a new light in the Outside Bin Store and repositioned the PIR so the lights come on from further down the car park. The Electrical Box in the hogging area has to be capped off underground by the Electrical Supply Contractor. She will chase up for all to be done by 3 <sup>rd</sup> August. 3. Any other business – None.	<u>VH</u> <u>LFL</u>  <u>JH</u>
167/20	<b><u>VILLAGE GREEN:</u></b> An update on any issues The request for 2 Benches and 1 Bin noted from previous meeting, and ongoing.	<u>LFL</u>
168/20	<b><u>VE BENCH:</u></b> Update on order and dedication date The Bench is on order, with delivery due 24 <sup>th</sup> August or so. The dedication date of 15 <sup>th</sup> August is therefore no longer suitable, and a new date of 2 <sup>nd</sup> September was suggested being the end of WW2.	<u>LFL</u>
169/20	<b><u>NHB 2020 at £17,988.32:</u></b> In order to apply for this funding, it was agreed that 3 Quotes would be obtained for: <u>Goal Posts and Nets</u> – Cllr McLeish <u>Audio-Visual system</u> – Cllr Moth, using 2 companies from last year, plus a local one <u>Blackout</u> – Parish Clerk And the Application Form would be completed and submitted by 5pm on 31 <sup>st</sup> July.	<u>CMcL</u> <u>CM</u> <u>LFL</u>  <u>LFL</u>
170/20	<b><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA:</u></b> Cllr Burborough reported that a resident of Roman Walk had taken down a mature tree on the edge of the Solar Farm without permission. Although the Tree was not TPO'd it is shown as part of the Planning Documents given Planning Permission by CDC. This is the second tree to be taken down, and the first one was also on the Planning Documents. Cllr Burborough will take some photos of the trunk that has been left, and the matter will be reported to the correct authorities.	<u>SB /</u> <u>LFL</u>
171/20	<b><u>PARISH FINANCIAL MATTERS:</u></b> 1. To approve the accounts up to 30th June 2020: There being no questions, the approval of the accounts was proposed by Cllr James, seconded by Cllr Holden, and all voted in favour. The Minutes were signed by Cllr McLeish. 2. The Parish Clerk raised a concern regarding the current Internal Auditors as no communication has been heard from them for several weeks. After she had explaining the background and the potential issues, the Councillors approved that the Parish Clerk should approach a local Auditor for advice and the possibility of changing to them.	<u>CMcL</u>  <u>LFL</u>
172/20	<b><u>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS:</u></b> None	
173/20	<b><u>DEALING WITH LOCAL ISSUES:</u></b> Mrs Jean Hardstaff reported that the <u>WSSC footpath</u> between Dairy Lane and Coach Road (parallel to the A27) is now overgrown. The Parish Clerk will report this on Love West Sussex for it to be cut back.	<u>LFL</u>
174/20	<b><u>QUESTIONS BY THE PUBLIC:</u></b> Any resident of the area covered by the Council and present at the meeting may ask questions relating to the business of the Council.  Mr Bob Keatley, a resident, asked if he could be sent a <u>copy of the email</u> from Cllr Hunt which explains the sewage discharge at the Travellers site. It was agreed that the Parish Clerk should email this to Mr Keatley.  Cllr Burborough raised the matter of <u>suspicious activity</u> in Dairy Lane. Details to be provided to PCSO Jason Lemm.	<u>LFL</u>  <u>SB/LFL</u>
175/20	<b><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 10th August 2020</u></b> Noted.	
176/20	<b><u>CLOSE MEETING</u></b> The Chairman closed the meeting at 9.22pm.	

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

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[www.westhampnettpc.co.uk](http://www.westhampnettpc.co.uk)

## Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 10<sup>th</sup> August 2020 via Zoom

Present:

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

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

11 members of the public also attended, however Mr A Ball (RR) was unable to attend.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
177/20	<b><u>OPEN THE MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b> Cllr McLeish opened the meeting, welcoming all via Zoom. Apologies were received from WSCC Cllr J Hunt.	
178/20	<b><u>DISCLOSURE OF INTERESTS:</u></b> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).	
179/20	<b><u>CONFIRM MINUTES OF THE LAST FULL PC MEETING held on 13<sup>th</sup> July 2020</u></b> The Minutes for the Parish Council meeting held on 13 <sup>th</sup> July 2020 were accepted. Cllr Holden proposed that they be approved, this was seconded by Cllr Moth, all were in favour and they were then signed by the Chairman.	<b><u>CMcL</u></b>
180/20	<b><u>MATTERS ARISING:</u></b> To deal with any matters arising from the Minutes of the last meeting. None.	
181/20	<b><u>REPORTS FROM EXTERNAL BODIES:</u></b> including District and County Councillors 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.  <b><u>Mr Andrew Ball (RR)</u></b> sent a short, written report, read out by the Chairman: <i>Manufacturing team returns to work on Monday 10 August following summer shutdown</i> <i>Still currently working a single shift, but this could be extended with a new model due for launch in the Autumn</i> <b><u>WSCC Cllr Jeremy Hunt</u></b> sent a short, written report, read out by the Chairman: <i>Nothing really to report, apart from the excellent news in regard to the successful Operation Watershed application for Westerton Lane. I have also updated Claire on the bollards on the Old Arundel Road. (Repair of damaged bollards – see Minute 183/20 below).</i> <b><u>CDC Cllr Henry Potter</u></b> sent the following report: <i>Westhampnett Parish Council Meeting 10 August 2020</i> <i>CDC District Councillors Report.</i> <i>A very brief report this month, August is regarded as the 'holiday' month, so meetings are few and far between.</i> <i>The alarming news that Robert Jenrick, the Minister for Housing, is this week to launch a 12 week consultation on the provision of more affordable homes, and a shake-up of the Planning Procedure to speed up the granting of Planning permissions. Obviously, details are unclear yet, but I fail to see how granting more permissions will help the younger members of our communities to get a mortgage or afford the sky high rents demanded in the Chichester District.</i>  <i>Some encouraging news is the setting up of the Rural Crimes Team initiated by Katy Bourne, our Police and Crime Commissioner which I'm sure will bring some comfort to the rural areas where theft and burglary have reached unacceptable levels. Another offshoot of this is the determined effort of Police Officers tackling antisocial, dangerous, and noisy motorcyclists on our rural roads particularly the A272 Petersfield to Billingshurst and the A 285 Chichester to Petworth. This scheme was initiated by a fellow Councillor for Petworth, Alan Sutton, and I was talking to him only yesterday when he highlighted some of the success stories and the Police seizure of some offending motorbikes and cars.</i>	



<p><b>181/20 Cont.</b></p>	<p><i>As I write this, I still have had no communication from our Planning department regarding the discharge of the sewage from Madgwick Park, but, as I said to your Clerk, Linda, I would remind Jo Bell and Tony Whitty at a Planning Meeting this coming Wednesday 12th that we are still awaiting their response.</i></p> <p><i>And that concludes my report</i></p> <p><i>Henry Potter</i></p> <p>There were no questions on the report.</p> <p>Mr Bob Keatley, a resident, said that the reply is now outstanding for 3 months, and Cllr Potter confirmed he would raise this matter at the CDC Planning Meeting this Wednesday.</p>	<p><b>HP</b></p>
<p><b>182/20</b></p>	<p><b>MEMBERS' REPORTS:</b> To receive reports from Members where not covered in agenda below. None.</p>	
<p><b>183/20</b></p>	<p><b>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</b></p> <ol style="list-style-type: none"> <li>1. Goodwood Cinema Hooting of car horns – further complaints have had to be made to Goodwood as more hooting was reported, often late in the evening between 10pm – 1115pm. When the Planning Application was made to amend the Licence, the Parish Council carefully considered noise nuisance for Westerton especially and, with the information provided, decided it would not affect the residents. However, this hooting activity was not mentioned, and it is not reasonable that it should intrude into residents' lives. Cllr Potter said he would email CDC Licencing department (David Knowles-Ley and Laurence Foord) about this disturbance.</li> <li>2. Bollards at end of Old Arundel Road – No repairs have been done, apparently it is on the schedule, under intermediate action.</li> <li>3. The new Street Lighting and Central Reservation Beacon in Madgwick Lane is likely to be a nuisance at night as the lights will shine into the front bedrooms of the houses. It has been arranged for a shield to be added to the Beacon, and should the Street Lights need that too, it can be arranged once they are in use.</li> <li>4. A request for a Dog Bin / Litter Bin in Madgwick Lane was received. This is pending until a full discussion can be had as to potential positioning and necessity.</li> </ol>	<p><b>HP</b></p> <p><b>LFL</b></p> <p><b>LFL</b></p> <p><b>LFL</b></p>
<p><b>184/20</b></p>	<p><b>PLANNING MATTERS:</b></p> <p><b>Planning Update since the last Parish Council Meeting on 13<sup>th</sup> July 2020</b></p> <p><b><u>New Planning Applications for the period week 29 (15/07/20) to week 32 (05/08/20) inclusive</u></b></p> <p><b><u>20/01600/EIA - Case Officer: Jeremy Bushell</u></b> Land North Of Madgwick Lane Westhampnett Chichester West Sussex PO19 7AG West Sussex Screening Opinion to confirm whether or not there is a requirement for an Environmental Impact Assessment in connection with the proposal for 'Residential development comprising up to 250 dwellings, including an element of affordable housing, associated landscaping, open space, sustainable drainage systems and vehicular access from Madgwick Lane', on parcel of land to the north of Madgwick Lane.</p> <p><b><u>PC Lodged on 24/07/20:</u></b> Westhampnett Parish Council regards the provision of a full EIA as essential and reserves the right to make further and better submissions on this request and on any subsequent application.</p> <p><b><u>PC Lodged on 28/07/20:</u></b> Westhampnett Parish Council wish to raise an OBJECTION to the possibility that EIA would not be undertaken. "EIAs should be reserved for developments that have a realistic likelihood of causing significant environmental impacts individually or in a combination with other developments." Quote from summary in letter from Nexus Planning to CDC 25.06.20</p> <p><b><u>1. Location.</u></b> One of 3 parcels of land allocated in the adopted Chichester Local Plan 2014-2029. Of which:- - 2 parcels: Madgwick Park and North East Chichester were identified for housing development:- Madgwick Park: 300 homes, now under construction. North East Chichester: 200 homes, CC/16/03791/OUT, approved subject to S106 Agreement, still outstanding. - The 3rd parcel, land north of Madgwick Lane &amp; east of the River Lavant, was identified for Open Space, Sport and Recreation (Policy 54) and Green Infrastructure (Policy 52), as illustrated by Appendix A: A.25 &amp; A.26. Housing was not allocated for this parcel of land. It appears that the 3 sites are being developed piecemeal rather than a masterplan. Plan Policy 7 requires a masterplan for the entire area: Was this done? If so, please provide reference.</p> <p><b><u>2. The Site.</u></b> Part of a larger tract of agricultural land. Not contained between existing development. No natural north and east boundaries, therefore at risk to further development. Extends urban development, east of Chichester and encroaches into designated rural areas. Not allocated or identified for housing in either the CLP 2014-2019 or the Local Plan Review 2020. Impact. Housing development on land north of Madgwick Lane would have a significant impact on Westhampnett Parish; SDNP; eastern side of Chichester; the Goodwood Estate and Rolls Royce.</p> <p><b><u>3. Impact Loss of Agricultural land.</u></b> Land north of Madgwick Lane has always been farmland. If housing development were allowed on land north of</p>	

184/20  
Cont.

Madgwick Lane (parcel 3), the accumulative effect of all 3 developments would result in at least 50% of former productive agricultural land being lost. Natural England Agricultural Land Classification for this area shows it to be of high agricultural quality, Grades 1, 2 and 3a.  
NPPF updated 2018/19 requires preservation of good quality farmland, particularly Grades 1, 2 and 3a land, being best and most versatile (BMV) land.  
Assessment of soil quality required.

Housing = people who require food. More people, more food required. Less land, less potential to grow local food & more food miles, which has an Environmental impact. As a nation we already only produce 50% of what we need. Government Policy now to grow more & reduce food miles.

#### 4. Archaeology.

Known deposits of significant Bronze Age structures, deposits, and ritual activities; the Roman period and Middle Ages activities.

Full site assessment required to ascertain implications for development.

#### 5. Ecology.

Badgers and birds (linnets, yellow hammer (both on the Red List) and red partridge) are all known to inhabit the area

An environmental impact assessment on loss of habitat for wildlife - flora and fauna, is required.

#### 6. Noise.

Significant noise impact for occupants outside from both cars and aircraft (particularly helicopters)

Generated by Goodwood motor circuit and airfield. The Goodwood Motor Circuit Diary 2020 shows that in the period 11th July to 31st October being 113 days there is to be 49 days of Category 2 - 105Db events at the Motor Circuit. That is 44% of the days.

Cars & aircraft activities.

Technical design can mitigate noise levels inside dwellings but not outside. Occupants have a right to tranquillity. Desk top prepared flight paths are not adhered to; continuous overflying circuits by aircraft cause negative impact; as do continuous routes around the circuit by motor vehicles.

#### 7. Traffic.

Madgwick Lane, as the name implies, has a single carriageway in both directions, rising to a blind bend at the top (north-east) and having a sharp blind bend at the bottom (south-west). Traffic flow will increase significantly on completion of Madgwick Park (phase 1).

An impact assessment is required to ascertain the implications of development on the northern side of the lane. Particularly as it would appear that this would be the only opportunity for traffic to access/egress the site.

#### 8. Flood risk.

Flooding is a known factor on this land. This will affect house positioning, design, and purchase.

An environmental impact assessment is required.

#### 9. Conclusions.

Reliance is made in the planning submission on an EIA carried out for 200 homes on land designated as North East Chichester (phase 2).

- This parcel of land and that of Madgwick Park (phase 1) have entirely different properties and criteria.  
- The EIA was carried out over 4 years ago. Policies; Regulations and the built Environment has changed since then.

- This land was designated to be retained for Open Space, Sport and Recreation (Policy 54) and Green Infrastructure (Policy 52), as illustrated by Appendix A: A.25 & A.26. it was not allocated for housing. Therefore, the impact of such a change should be assessed.

There would be a significant effect on the environment; location and increase in size. Therefore, the Parish Council considers that an Environmental Impact Assessment is necessary.

#### **Decision due by 25/09/20**

#### **WH/20/01903/OBG - Case Officer: Jane Thatcher**

Ms Julian Jones

Land North Of Madgwick Lane Westhampnett West Sussex

Deed of variation to the S106 Agreement in relation to applications 15/03524/OUTEIA and 15/03884/OUT - Madgwick Lane for a change in the trigger for the sports provision from the 200th dwelling (as drafted) to the 225th dwelling (as proposed). The relevant part of the S106 Agreement is Schedule 1, section 6, paragraph 6.2.

O.S. Grid Ref. 487255/106469

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QE89M0ER0WT00>

#### **PC must comment by 26/08/20**

#### **Update on outstanding Planning Applications**

#### **WH/20/01080/FUL - Case Officer: Calum Thomas**

Mr Paul Calvesbert

Hadley House Claypit Lane Westhampnett PO18 0NU

Demolition of existing two storey detached dwelling house and garage and the construction of a two storey detached dwelling house, with balcony to the southern elevation and link to garage and indoor pool enclosure. To include a reconfiguration of the existing access to provide a new entrance gate and pillars.

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=Q9HWOZERINL00>

#### **Withdrawn on 17/07/20**

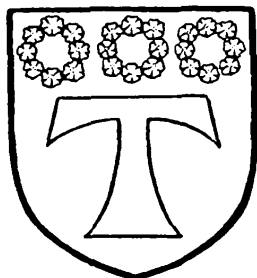
184/20 Cont.	<p><b><u>WH/20/01411/TDOC</u></b>          Madgwick Park          Extend hours until 9pm, Monday to Saturday, effective immediately and continuing until 31 December 2020 from permissions WH/15/03524/OUTEI, WH/15/03884/OUT, WH/18/01024/REM, WH/18/01023/REM, 19/02351/NMA, 19/02629/NMA and 19/02346/REM.          Land North Of Madgwick Lane Westhampnett West Sussex</p> <p><b>29/07/20 New version now submitted for hours 7am to 7pm, with other conditions.  <u>PC must comment by 12th August</u></b></p> <p><b><u>Decisions</u></b></p> <p><b><u>WH/20/01107/DOM - Case Officer: Vicki Baker</u></b>          Mr S Rigden          Bay Leaf House Stane Street Westhampnett PO18 ONT          Extension of existing double garage to provide additional secure parking.          O.S. Grid Ref. 488242/106148          To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q9NMW3ERISB00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q9NMW3ERISB00</a></p> <p><b>Permitted on 04/08/20</b></p> <p><b><u>20/01615/NMA - Case Officer: William Price</u></b>          Chichester Contract Services Stane Street Westhampnett Chichester West Sussex PO18 0NS          Non-material amendment to planning permission 19/03202/FUL to reduce number of brick piers, amend brick type and increase size of steel work panels.  <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QCSJKRER0UX00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QCSJKRER0UX00</a></p> <p><b>PC unaware of this application – was Permitted on 10/07/20</b></p> <p><b><u>20/01644/DOC - Case Officer William Price</u></b>          Chichester Contract Services Stane Street Westhampnett Chichester West Sussex PO18 0NS          Discharge of condition 5 from planning permission 19/03202/FUL.          Removal of Willow Tree due to fungus, and replant with another tree          Existing Hawthorn Hedge to be replaced with large specimen Hawthorn.  <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QCSJKRER0UX00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QCSJKRER0UX00</a></p> <p><b>PC unaware of this application – Discharged 05/08/20</b></p> <p><b><u>WH/20/00752/LAPREM</u></b>          Minor Variation of Premises Licence          Goodwood Motor Circuit Claypit Lane Westhampnett Chichester West Sussex PO18 0PH          Application to vary the premises licence for part of the motor circuit to create space for drive in cinema</p> <p><b>Granted, no date given.</b></p> <p><b><u>SDNP/20/01568/FUL &amp; SDNP/20/01569/LIS - Case Officer Vicki Colwell</u></b>          The Goodwood Estates Limited          Addition of a porch to the Lennox Suite.          The Goodwood Hotel , Hat Hill Road, Goodwood, Chichester, PO18 0QB          Grid Ref: 489227 108345  <a href="https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q937ESTUMMR00">https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q937ESTUMMR00</a></p> <p><b>Approved on 14/07/20</b></p>	
185/20	<p><b><u>UPDATE ON WESTERTON LANE FLOOD RELIEF PROJECT AND APPLICATION TO OPERATION WATERSHED</u></b></p> <p>Cllr Holden advised that the application had been approved, and the project team would be Mr Geoff Hardstaff, Cllr Jeremy Hunt, Goodwood, and himself.</p> <p>The Parish Clerk confirmed that the funds would be coming into the Parish Council Barclays Account, and she would contact Landbuild (the preferred supplier) to commence the project.</p>	<b><u>LFL</u></b>
186/20	<p><b><u>SOUTHERN WATER RE: FOUL SEWERS CAPACITY IN STANE STREET:</u></b> Update on correspondence with SW</p> <p>The Councillors discussed the mapping provided by Southern Water and agreed that the Parish Clerk should ask for the maps to the north as well in order to have the full picture of that part of Westhampnett.</p> <p>Cllr Henry Potter said that at present, according to Southern Water, up to 64 homes on Madgwick Park could go into the diagonal pipeline to Stane Street, but after that there would have to be tankering. The Parish Councillors were not happy with the situation and Cllr Potter confirmed he would press CDC Planning strongly to enforce the Planning Conditions.</p>	<b><u>LFL</u></b>  <b><u>HP</u></b>



195/20	<p><b><u>PARISH FINANCIAL MATTERS:</u></b></p> <ol style="list-style-type: none"> <li>To approve the <u>Accounts</u> up to 31st July 2020: There being no questions, the approval of the accounts was proposed by Cllr Holden, seconded by Cllr James, and all voted in favour. The Accounts were signed by Cllr McLeish.</li> <li>Further to the <u>Internal Auditor</u> issues discussed at the last Parish Council meeting a local auditor has agreed to speedily action the internal audit for the Parish Council. <b><u>RESOLVED:</u></b> To change Internal Audit company from Audit Solutions Ltd in Wiltshire to R S Hall and Co (Rachel Hall) at Woodgate. Proposed by Cllr McLeish, seconded by Cllr Burborough and all voted in favour.</li> <li><b><u>AOB:</u></b> Some Cheques need approval and signing, Cllr McLeish and Burborough offered to do these.</li> </ol>	<p><b><u>CMcL</u></b></p> <p><b><u>LFL</u></b></p> <p><b><u>LFL/</u></b> <b><u>CMcL/</u></b> <b><u>SB</u></b></p>
196/20	<p><b><u>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS:</u></b></p> <p>Cllr McLeish is putting the Newsletter together at present. It will include a reminder not to just take down trees without the appropriate permission as has happened in Roman Walk. It was suggested that perhaps a request for a volunteer Tree Warden could be added in. To be finalised and delivered asap.</p>	<p><b><u>CMcL</u></b></p>
197/20	<p><b><u>DEALING WITH LOCAL ISSUES:</u></b></p> <p>Mrs Pam Clingan, a resident, advised that she has twice had <u>drones</u> from Madgwick Park over her land and low across buildings. The first time was in April and she called 101. She was told that she must call 999 if it happened again. The second time was in July. Each time she advised Goodwood Aerodrome immediately as they should not be within 5km of the aerodrome. Cllr McLeish said she would add this into Newsletter, and the Parish Clerk will advise the local PCSO.</p> <p>Cllr Moth said the <u>Litter Bin</u> by the Bus Stop outside Tilemakers needs re-installing. The Parish Clerk to contact WSCC Cycle Path team as it was re-sited as part of that project.</p> <p>Mr Bob Keatley asked about the <u>flight paths</u> from the Aerodrome. These were to be re-issued after the March Meeting of the Goodwood Aerodrome Consultative Committee. Details to be obtained by the Parish Clerk.</p>	<p><b><u>CMcL /</u></b> <b><u>LFL</u></b></p> <p><b><u>LFL</u></b></p> <p><b><u>LFL</u></b></p>
198/20	<p><b><u>QUESTIONS BY THE PUBLIC:</u></b> 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> <p>None.</p>	
199/20	<p><b><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 14<sup>th</sup> September 2020</u></b></p> <p>Noted.</p>	
200/20	<p><b><u>CLOSE MEETING</u></b></p> <p><b><u>The Chairman closed the meeting at 9.13pm.</u></b></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

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## Minutes of the Extraordinary Meeting of Westhampnett Parish Council held at 7.30pm on Thursday 27<sup>th</sup> August 2020 via Zoom

Present:

Parish Councillors: Cllr C McLeish (Chairman), Cllr S Burborough, Cllr S James and Cllr C Moth.

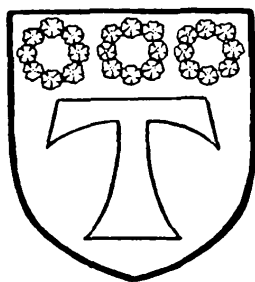
The meeting was clerked by Parish Clerk, Mrs Linda F Lanham.

There were no residents or other persons attending.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
201/20	<p><b><u>OPEN THE MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b> Due to technical and other difficulties the meeting started later than planned in order that all available Councillors could take part.</p> <p>Cllr McLeish opened the meeting at 7.53pm, welcoming all via Zoom. Apologies were received from Cllr W Holden and CDC Cllr H Potter.</p>	
202/20	<p><b><u>DISCLOSURE OF INTERESTS:</u></b> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).</p>	
203/20	<p><b><u>PARISH FINANCIAL MATTERS:</u></b></p> <p>The statutory deadline for return of the annual audit forms to the external auditor is noted as <b>31st August 2020</b>.</p> <p>1. <b><u>INTERNAL AUDIT 2019-2020:</u></b> The Internal Auditor's report had previously been circulated to the Councillors and was reviewed. 2 items were discussed, and actions agreed:</p> <p>A. <u>Findings No 5: VAT Return (including Reclaim VAT)</u> needs to be done as not completed since February 2017. Due to time pressures it was agreed that the Parish Clerk should ask R S Hall &amp; Co for a quote to do this work.</p> <p>B. <u>Findings No 6: Salary underpayment of £28.83 for the Parish Clerk</u> needs investigating with WSCC Payroll. The Internal Audit Report was then signed by Cllr McLeish as Chairman.</p> <p>2. <b><u>SECTION 1 - ANNUAL GOVERNANCE STATEMENT 2019/20:</u></b></p> <p><b><u>RESOLVED:</u></b> That the Annual Governance Statement for year ended 31st March 2020 be approved. The Annual Governance Statement was approved by all and was signed by Cllr McLeish as Chairman.</p> <p>3. <b><u>SECTION 2 - ACCOUNTING STATEMENTS 2019/20:</u></b></p> <p><b><u>RESOLVED:</u></b> That the Accounting Statements for year ended 31st March 2020 be approved. The Annual Return Accounting Statements was approved by all and was signed by Cllr McLeish as Chairman.</p> <p>4. <b><u>APPROVE INTERNAL AUDITOR FOR 2020/21 AUDIT:</u></b></p> <p><b><u>RESOLVED:</u></b> That R S Hall &amp; Co be approved to act as Internal Auditors for this financial year ending 31<sup>st</sup> March 2021. Proposed by Cllr James, seconded by Cllr Moth, and all voted in favour.</p> <p>5. None.</p>	<p><u>LFL</u></p> <p><u>LFL</u></p>
204/20	<p><b><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 14th September 2020</u></b> Noted.</p>	
205/20	<p><b><u>CLOSE MEETING</u></b> The Chairman closed the meeting at 8.19pm.</p>	

Signed.....  
**Chairman of Meeting**

Date.....



# WESTHAMPNETT PARISH COUNCIL

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## Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 14<sup>th</sup> September 2020 via Zoom

### Present:

**Parish Councillors:** Cllr C McLeish (Chairman), Cllr W Holden (Vice-Chairman), Cllr S Burborough, Cllr S James and Cllr C Moth.

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

9 members of the public also attended, including Mr A Ball (RR).

Minute No	Item	Action
206/20	<b>OPEN THE MEETING &amp; TAKE APOLOGIES FOR ABSENCE</b> Cllr McLeish opened the meeting, welcoming all via Zoom.	
207/20	<b>DISCLOSURE OF INTERESTS:</b> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).	
208/20	<b>CONFIRM MINUTES OF THE LAST TWO FULL PC MEETINGS</b> held on 10 <sup>th</sup> August 2020 and 27 <sup>th</sup> August 2020  The Minutes for the Parish Council meeting held on 10 <sup>th</sup> August 2020 were accepted. Cllr Holden proposed that they be approved, this was seconded by Cllr Moth, all were in favour and they were then signed by the Chairman.  The Minutes for the Parish Council meeting held on 27 <sup>th</sup> August 2020 were accepted. Cllr Moth proposed that they be approved, this was seconded by Cllr James, all were in favour and they were then signed by the Chairman.	<b>CMcL</b>  <b>CMcL</b>
209/20	<b>MATTERS ARISING:</b> To deal with any matters arising from the Minutes of the last two meetings.  Further to the Minutes of 10 <sup>th</sup> August 2020, Minute 197/20 <b>Drone:</b>  Mr Marvin Smith, a resident of Madgwick Park, advised that he had been flying a drone in April. In his professional capacity in the Fire Service he had the relevant permission to do this. The drone concerned is a large one with cameras and blue LED lights at night. It is used for assessing fires etc. He said he was not flying in July.  It was agreed that if any drones were seen flying they should be reported to the Parish Clerk, who will check with Mr Smith to see if anything to do with him, and if not she will report to the Police.	<b>LFL</b>
210/20	<b>REPORTS FROM EXTERNAL BODIES:</b> including District and County Councillors 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.  <b>CDC Cllr Henry Potter submitted the following report, and took questions only:</b>  In addition to the Government White Paper on future Planning, there have been changes to the Planning Permitted Development Rights made by the Government and these were implemented on 31st of August and much of what is written into the new regulations is not good. For example, demolition of Block of flats to replace with new no longer requires permission. The addition of extra storeys to a dwelling needs no permission and extensions, side or rear, providing they are within the limit of + 30% of the original footprint are permissible free of planning permission. Thankfully though, the Article 4 Direction relating to Conservation Areas appears to be unaffected. As part of the review of the CDC Local Plan, all Councillors were recently briefed on the Housing and Economic (Employment) Land Availability Assessment for the Chichester District. The details of this briefing are not publicly available yet but once the reports and comments from Members have been accounted for and adjustments made the document will be open to consultation for the public to comment on, probably by	

210/20  
Cont.

the end of the month. However I can add that the disproportionate housing numbers for our District are being challenged with the Housing Minister, by Gillian Keegan, our MP, and Officers and Cabinet Members of the District Council, and earlier this week a letter was sent to the Housing Ministry, copied to our MP and the MP for Arundel and South Downs, Andrew Griffiths, signed by Eileen Lintill our Leader and Susan Taylor, the Cabinet Member for Housing. Andrew Griffiths MP gave a tremendous speech to the House on this very subject and it can be viewed on the Government website or even on You Tube! I recommend that you try and look at it, it really was an impassioned plea to Central Government to halt this unsustainable approach to Housing planned for the South of England which is just too excessive and the process for allocations must be changed. With the SDNPA and other AONB's occupying 70% of our District the algorithm doesn't work. In our case the "one size fits all" Policy cannot apply.

And this, of course is why the application for Old Place Farm has come forward prematurely, taking advantage of the lack of a 5 year supply of suitable sites for 600+ per annum new houses. I'm sorry for the gloomy news but that's what it is and that concludes my report.

Henry Potter, CDC Member for Goodwood Ward

Mr Bob Keatley, a resident, asked what is happening in regard to Madgwick Park and the enforcement action for the sewage. Cllr Potter said he would draft a letter to Shona Archer, CDC Enforcement Manager, regarding this matter. Mrs Josie Holman, a resident, remarked that CDC Planning Enforcement were very quick off the mark when Bellway were building The Grange and they started to build over the Play Area.

HP

**WSCC Cllr Jeremy Hunt submitted the following report, and took questions only:**

**West Sussex COVID Update – as at 9th September 2020**

**Recorded Cases**

In the 14 days between 30th August to 5th September 139 people in West Sussex tested positive for the coronavirus. This is an increase from the previous period and a considerable increase from early August.

	10th August to 23rd August	11th August to 24th August	12th August to 25th August	13th August to 26th August	14th August to 27th August	15th August to 28th August	16th August to 29th August
West Sussex	88	88	89	90	84	91	98
	17th August to 30th August	18th August to 31st August	19th August to 1st September	20th August to 2nd September	21st August to 3rd September	22nd August to 4th September	23rd August to 5th September
West Sussex	105	110	105	102	110	120	139

In the latest seven days of data (30th August to 5th September – note this excludes the most recent days to allow for test results to be sent).

We continue to monitor all our cases in West Sussex and publicise key messages about how people can help us to control the virus. The Keep West Sussex Safe information campaign is running across the county with a particular focus where there are areas of concern. We encourage Members and partners to signpost residents to the West Sussex County Council webpages with all the latest information.

A weekly update report with local data is available on our website.

**Testing Capacity**

We have been notified that the laboratory capacity to test for Covid-19 has been reached. This has resulted in a decrease in the availability of Covid-19 Pillar 2 (community) testing in areas of the country with a low incidence of Covid-19. The South East region has the lowest incidence of the virus at present, therefore we are a low priority for Pillar 2 testing. West Sussex County Council has raised the issue with the Government but has been informed that this will possibly take some time to resolve (four to six weeks). We are urging the Government to take action as a matter of urgency. At the moment however, with a relatively low incidence of Covid-19 in West Sussex and no outbreaks, things are stable. However, we are monitoring the situation carefully. Please note: Pillar 1 testing (those with a clinical need and health and care workers) continue as normal as these tests are analysed in hospitals.

**Tangmere Testing Centre**

As part of the Government's UK-wide drive to increase accessibility to testing, the Department of Health and Social Care has opened a new drive-in Covid-19 testing centre at Tangmere airfield. West Sussex County Council owns the land where the testing centre is located and has worked closely with the Department of Health and Social Care in making the site available. Testing will also continue to be conducted at the Gatwick regional testing centre, as well as at mobile testing units and through home delivery kits.

**Shielded and Community Hub**



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Cont.

The Community Hub remains in operation providing support seven days a week from 8am to 8pm. The function of the Community Hub remains the same with the additional brief to address any financial hardship suffered as a result of the pandemic, using funding from DEFRA. Following partnership discussions, we have implemented a model to maximise efficiency and ensure support reaches those who need it most. Funds will be administered through existing structures and a newly established referral mechanism managed by the Community Hub. The Community Hub function also links into the existing food and supplies contractual arrangements.

Criteria for accessing hardship fund support

- Statutory sick pay claimant (no other benefits)
- New applicant for Universal Credit
- Move to Temporary Accommodation (including Refuge)
- Bereavement (restricting access to funds)
- Professional referral following assessment of need

Our website continues to be updated with additional frequently asked questions so that residents can access information and guidance online. Access to the Community Hub website and other information can be found at <https://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/>

#### **West Sussex Record Office: Reopening**

The Record Office reopened to the public on Tuesday 18th August for two days a week (Tuesdays and Wednesdays). Spaces are limited to ensure safe social distancing with all seats booked and documents ordered in advance. The archives are quarantined in the strong rooms for 72 hours before and after use. Work is also being undertaken on our remote service offer to mitigate the effects of the current restrictions.

#### **Libraries**

Currently all 36 libraries are open on around 40% of normal hours and every library is open for a limited time on Saturday (limited hours because Covid-secure practices are quite staff intensive – making sure people sanitise/wear a mask and are asked to fill in Test and Trace contact details and some jobs like shelving and finding books on shelves for the highly popular request service can't be done whilst customers are in the building).

#### **Care homes**

There are 235 care homes for older people in West Sussex. The care homes provide around 8,608 beds. A third of these are commissioned by the County Council with the remainder commissioned through other local authorities, health or funded directly by residents. The number of older people's care homes with a confirmed case of COVID has decreased from 20 to 17. Learning disability and mental health services with confirmed cases remains the same with 14 services affected. Local data on care homes reports admissions are currently restricted in:

- 10 care homes for older people,
- 13 extra care settings,
- 29 care homes for mental health/learning disability,
- 0 domiciliary care providers, and
- 2 supported living settings.

The issue still causing the most concern for care homes is the regular testing under pillar 2, which has been impacted by limited laboratory capacity. The Council will be following up this issue with care homes in order to escalate those homes which have been unsuccessful in securing regular tests. Latest guidance on residential care, supported living and home care guidance is available online

#### **Hospital capacity**

There is adequate acute hospital and community bed capacity in West Sussex. Hospital discharge hubs and a combined placement team continue to operate, as well as working with the CCG to secure appropriate levels of domiciliary care, care/nursing home beds and voluntary services to support effective discharge.

#### **Local Issues.**

- I'm very pleased that your Operation Watershed application was approved for work to try and alleviate flooding in Westerton Lane. You produced an excellent application and I would like to thank WSCC officer, Gary Rustell for all his support – and of course to Linda, your Clerk, for bringing it all together. I think we should also thank Darren Norris of the Goodwood Estate for his support and assistance as well. I am sure Linda will update you on progress with the contractor shortly.

- There has been an ongoing issue with a bollard at the end of Old Arundel Road. I visited the site last week, only to find that it appeared it had not been fixed. I emailed our highways officer only to receive the following reply: Thank you for the e-mail. I was pleased to note that the bollard was replaced quite quickly following on from your original report. I know this because I attended site to make sure that it had been done. However, it would appear that someone has subsequently damaged the bollard again which is frustrating to say the least. Ordinarily this would not have been a priority under our current service level agreement. However,

210/20  
Cont.

I was aware of your previous interest, and as such I have raised a more robust job to install a post in the ground as well as reinstating the bund. However, I am not in a position to provide potential timescales at this time.

- As I am sure you are aware, the Pop-up cycle lanes in Chichester have been causing some serious traffic congestion. There has been some misinformation around about how and why these happened, so I just wanted to put the record straight from the County Council's perspective. These lanes were part of an emergency response proposed by the government in order to create safe space for active travel and encourage people to cycle rather than use the car. The government initiative was of course in response to the huge drop off of traffic during the months of lock down, when travel by car was reduced greatly and people enjoyed cycling and walking safely on many of our roads. Following this period there was a call by the public to do more encourage everyone to cycle more and for highway authorities particularly to provide more safe space for cyclists. In order to achieve this the Government, on May 9th, launched a £250m package as an emergency response to create a new era for cycling and walking as part of their recovery plan from COVID-19. This money was to come in two tranches, the first of which was to provide temporary pop-up cycle lanes and some possible road closures, which may or may not become permanent. The tranche one funding for each authority was not announced until 1st June, and WSCC was awarded £784k. However, in order to receive this funding – which was specific to these pop-up cycle lanes - we were given about two weeks to design and plan around seven or eight schemes across the County, which then had to be installed within three months. These schemes also had to be approved by the Department for Transport (DfT) before the funding was released. WSCC collaborated closely during the design phase with our Chichester District Council colleagues, as well as consulting with key partners including, emergency services, bus operators and cycle groups. In normal times schemes of this nature could take many months, if not years, to develop and be subject to various stages of public consultation. This was obviously not possible given the timescale limitations set by the DfT.

Having explained the thinking behind these schemes I hope you will understand that WSCC, in close collaboration with CDC and others, planned these schemes with the best of intentions. Unfortunately they are clearly not working as intended. The traffic queues have become intolerable at times and these queues are having a serious impact on air quality for people living on these routes. To add to that, the amount of use by cyclists would appear to be negligible. I am also very concerned about a serious impact on businesses in the City centre. It seems obvious to me that people will vote with their feet (no pun intended) and if they can't drive into their local market town – after all, Chichester is a rural area - then they will go elsewhere. Whilst I fully support the principle of more designated cycle routes these are clearly not right, and I am continuing to press for their removal as a matter of urgency. I am assured that we are monitoring the situation, but there is some pressure to let the trial run a little longer. As I said earlier, this scheme was implemented with the best of intentions, but I believe we should now accept that a large part, particularly around Northgate, is not working and it needs to be removed as a matter of urgency. I fully accept, as I am sure you and many others do, that we need to do more to try and encourage 'safe' cycling around the City. We now need to go back to the drawing board and, using the knowledge we have gained from this scheme, start again. Unfortunately, this is a city designed by the Romans who didn't take account of cyclists, so this is not an easy task!

- The County Council continues to work hard to understand the long-term financial implications of Covid 19 – which I'm sure you can imagine are going to be immensely challenging. Currently we are working on our budget for 2021/22 and our MTFS from 2022 to 2025. This is complicated by not yet knowing the level of government funding beyond the end of the current financial year and we are not likely to know this until the Autumn budget, or even as late as the Local Government Finance settlement in early December. Obviously, budgeting is currently a real challenge, not only because we don't know the funding we will receive, but because of all the uncertainties around the economy, unemployment levels and of course whether or not we get a second wave of Covid-19.

- We webcast all our public meetings – which are still being held virtually – and you can find a list of September's meetings, including our next full County Council meeting this Friday - 18th September - on our website @ <https://westsussex.moderngov.co.uk/mgCalendarMonthView.aspx?GL=1&bcr=1>

- Lastly, we are also continuing to issue our Town and Parish News, as well as regular press releases (<https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/>). Please check these sites regularly, particularly both our Coronavirus website and the CDC coronavirus website, for regular updates.

Jeremy Hunt – West Sussex County Council Member for Chichester North  
c/o Cabinet Office, County Hall, West Street, Chichester, PO19 1RQ  
Email: [Jeremy.hunt@westsussex.gov.uk](mailto:Jeremy.hunt@westsussex.gov.uk) Tel: 0330222419536

Cllr Hunt confirmed he would chase up the damaged Bollard in Old Arundel Road again.

Cllr Potter asked Cllr Hunt about the Community Highways Scheme for highways improvements that Balfour Beatty used to deal with. Cllr Hunt said Balfour Beatty don't have much to do with that anymore as the work is now split up into different elements with different contractors.

Cllr Potter advised that Boxgrove PC are about to install some Village Gates at Halnaker, and they are supplied by an Eastbourne Company. WPC would be welcome to look at them prior to installation, or afterwards.

Mr Andrew Ball asked Cllr Hunt about getting a Covid Test as this seems difficult. Cllr Hunt said there are not many cases locally, but Cllr Holden remarked that there are some children off at Chichester High School with it. Cllr Hunt said with the schools returning it was inevitable that it would go up a bit, but with the ageing population of West Sussex looking after themselves, it is still lower at the moment.

JH

<p>210/20 Cont.</p>	<p><b><u>Mr Andrew Ball (Rolls Royce Motor Cars) submitted the following report, and took questions only:</u></b></p> <p><b><u>Operations</u></b></p> <ul style="list-style-type: none"> <li>Two-shift working has resumed and was announced to the media today: <a href="https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0316625EN/rolls-royce-resumes-two-shift-working-with-workforce-maintained">https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0316625EN/rolls-royce-resumes-two-shift-working-with-workforce-maintained</a></li> <li>Many of those in support roles who are able to work partly from home are continuing to do so, in accordance with official Government guidelines. Currently around 30% of office-based staff are onsite daily, working on a rotational basis.</li> <li>We are utilising our three car parks – within our planning permission – as effectively as possible, to allow for social distancing and reduce queues at peak times.</li> <li>All employees have been reminded that they must park on site, respect local speed limits and respect local residents by leaving the site quietly and safely. This message has been reinforced through our weekly team brief and local management briefings.</li> <li>Additional buses – double the previous number - are in operation to and from Bognor Regis to allow for social distancing. The number of shuttles to and from the Technology and Logistics Centre have been reduced to minimise any empty buses.</li> <li>All visitors to the Home of Rolls-Royce are asked to follow our strict Health &amp; Safety rules, in compliance with PHE guidelines.</li> </ul> <p><b><u>Planning applications</u></b></p> <ul style="list-style-type: none"> <li>Planning application regarding the ongoing use of two temporary structures – as advised at previous WPC meeting – is pending decision.</li> <li>Planning reference: <b>20/02120/FUL</b></li> </ul> <p><b><u>News</u></b></p> <p><b><u>New Ghost</u></b> Our new model was launched on 1st September: <a href="https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0315469EN/the-new-rolls-royce-ghost">https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0315469EN/the-new-rolls-royce-ghost</a></p> <p>The response has been overwhelmingly positive.</p> <p><b><u>Brand Identity</u></b> Rolls-Royce has announced a new brand identity: <a href="https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0314766EN/rolls-royce-announces-new-brand-identity">https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0314766EN/rolls-royce-announces-new-brand-identity</a></p> <p><b><u>20-Ghost Club</u></b> The oldest Rolls-Royce car club in the world recently visited the Home of Rolls-Royce: <a href="https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0316166EN/forebears-welcome-new-ghost-to-rolls-royce-family">https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0316166EN/forebears-welcome-new-ghost-to-rolls-royce-family</a></p> <p>Mr Ball advised that should any further information on the planning application be needed to contact him</p> <p>Mr Ball invited the PC to see the new model at sometime in the future and remarked that they had a 100year old Ghost car there recently.</p> <p>Mr Ball commented that there had been complaints about <u>parking in Old Arundel Road</u>, he doesn't know why people are insistent on parking there instead of in the car park.</p> <p>There had been complaints regarding the queuing cars and <u>revving of engines in the mornings</u> – he will escalate this tomorrow and talk to Sussex Safety Partnership again to see what could be done.</p> <p>Mr Andrew Blanchard, a resident, said the <u>Acumen lorries</u> were going along Stane Street far too fast.</p> <p>The Parish Clerk reminded Mr Ball about the PC request to <u>spray the weeds</u> along the side of Claypit Lane inside the RR fence. Mr Ball said he would deal with that.</p> <p><b>AB left the meeting at 19.41.</b></p>	<p><b><u>AB</u></b></p> <p><b><u>AB</u></b></p>
<p>211/20</p>	<p><b><u>MEMBERS' REPORTS:</u></b> To receive reports from Members where not covered in agenda below. None.</p>	

212/20	<p><b><u>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</u></b></p> <ol style="list-style-type: none"> <li>1. <u>Bollard</u> in old Arundel Road, now dealt with in Minute 210/20.</li> <li>2. The Parish Clerk has received confirmation that Goodwood will <u>clear the brambles</u> on FP416, but they only have 2 staff at present and so it will not be immediate. Mr Darren Norris will contact Mr Bob Holman to progress.</li> <li>3. The problem of removing the large clump of heavy <u>ivy on the Cycle Lane</u> has been referred to CDC depot to see if they can help.</li> <li>4. The Parish Clerk has asked <u>RR to spray the weeds</u> on the edge of Claypit Lane, see Minute 210/20.</li> <li>5. Several Councillors and residents have noticed that the <u>trees planted within the Solar Farm are dead</u>. The Parish Clerk to contact WSCC Your Energy Sussex team to get them replaced during the Autumn.</li> </ol>	<p><u>LFL</u></p> <p><u>LFL</u></p>
213/20	<p><b><u>PLANNING MATTERS:</u></b> To receive a report on recent planning applications</p> <p><b><u>Planning Update since the last Parish Council Meeting on 10th August 2020</u></b></p> <p><b><u>New Planning Applications for the period week 33 (12/08/20) to week 37 (09/09/20) inclusive</u></b></p> <p><b><u>WH/20/02120/FUL - Case Officer: Jane Thatcher</u></b>  c/o Agent  Rolls Royce Motor Cars The Drive Westhampnett Chichester  Extension to use and structure of temporary storage building/tent for finessing (finishing activities) (approved under 17/01700/FUL).  O.S. Grid Ref. 488512/106717  To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QFD9S7ERMZA00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QFD9S7ERMZA00</a></p> <p><i>“the existing temporary structure adjacent to Building 51 is proposed to be renewed further a further 5 years (until 31st December 2025). In addition, the proposal extends the size of the structure by 17m, providing a total of 12 finish bays – an increase from 7 finessing bays previously. This increase in the size of the structure increases the floorspace to 1080sqm (from 825sqm). ”</i></p> <p><b><u>PC must comment by 23/09/20</u></b></p> <p><b><u>Update on outstanding Planning Applications</u></b></p> <p><b><u>WH/20/01903/OBG - Case Officer: Jane Thatcher</u></b>  <b><u>Ms Julian Jones</u></b>  Land North Of Madgwick Lane Westhampnett West Sussex  Deed of variation to the S106 Agreement in relation to applications 15/03524/OUTEIA and 15/03884/OUT - Madgwick Lane for a change in the trigger for the sports provision from the 200th dwelling (as drafted) to the 225th dwelling (as proposed). The relevant part of the S106 Agreement is Schedule 1, section 6, paragraph 6.2.  O.S. Grid Ref. 487255/106469  To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QE89M0ER0WT00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QE89M0ER0WT00</a></p> <p>The Parish Council lodged the following comment:</p> <p>Westhampnett Parish Council wishes to OBJECT to the proposed change to the S106 Agreement, as stated in the application.</p> <p>The Parish Council sees no reason to delay the sports provision as 200 houses was set in order to provide facilities at a projected number of residents within the 200 houses. Increasing the trigger point to 225 houses is denying all the earlier residents the use of this important facility until a later date than would have been the case.</p> <p><b><u>Decision due by 28/10/2020</u></b></p> <p><b><u>Decisions</u></b></p> <p><b><u>WH/20/01411/TDOC</u></b>  Madgwick Park  Extend hours until 9pm, Monday to Saturday, effective immediately and continuing until 31 December 2020 from permissions WH/15/03524/OUTEIA, WH/15/03884/OUT, WH/18/01024/REM, WH/18/01023/REM, 19/02351/NMA, 19/02629/NMA and 19/02346/REM.  Land North Of Madgwick Lane Westhampnett West Sussex  <b>29/07/20 New version now submitted for hours 7am to 7pm, with other conditions.</b></p> <p>The Parish Council lodged the following further comment:</p> <p>Westhampnett Parish Council has reviewed the revised application and is pleased to note that some positive changes have been incorporated.</p>	

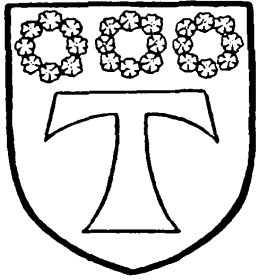
<p><b>213/20 Cont.</b></p>	<p>Although the Parish Council did request that Saturday working should finish at 4pm, the general reduction per day, Monday to Saturday, to 7am - 7pm with the additional provisions:</p> <ol style="list-style-type: none"> <li>1. After 6pm there will be internal works only (namely, "1st fix", "2nd fix", and decorations).</li> <li>2. Lighting will be normal levels, i.e. house lighting or natural light and not floodlighting.</li> <li>3. Noise and dust not of concern due to works being internal.</li> </ol> <p>does address the concerns raised by the Parish Council to a considerable extent.</p> <p>The Parish Council does not Object to this revised application.</p> <p><b><u>PERMITTED 7am - 7pm until 1st April 2021, then revert to previous times</u></b>  Between the hours of 18:00 to 19:00 Monday to Saturday (no work Sundays of Public Holidays)</p> <ul style="list-style-type: none"> <li>• there will be internal works only (namely, "1st fix", "2nd fix", and decorations).</li> <li>• Lighting will be at normal levels (i.e. house lighting or natural light and not floodlighting).</li> </ul> <p>Subject to the above provisos, the LPA considers the extension of constructions hours from 07:00 to 19:00 (Monday to Saturday and no working on Sundays of Public Holidays), no later than 31st March 2021 would constitute a modest increase in working hours and is agreed. From 1st April 2021 revert back to the original approved construction hours (Condition 9 on Planning Permission 15/03884/OUT refers).</p> <p><b><u>WH/20/01600/EIA - Case Officer: Jeremy Bushell</u></b>  Land North Of Madgwick Lane Westhampnett Chichester West Sussex PO19 7AG West Sussex  Screening Opinion to confirm whether or not there is a requirement for an Environmental Impact Assessment in connection with the proposal for 'Residential development comprising up to 250 dwellings, including an element of affordable housing, associated landscaping, open space, sustainable drainage systems and vehicular access from Madgwick Lane', on parcel of land to the north of Madgwick Lane.</p> <p><b><u>Decision</u></b>  On <b>30/07/2020</b> CDC decided NO EIA IS REQUIRED  Summary and Conclusion  On the basis of the foregoing it is considered that the proposal constitutes Schedule 2 development. There would be some impact on the environment but it is considered that when assessed against the relevant criteria in the Regulations and guidance in the NPPG this impact would not be so significant as to comprise EIA development. The anticipated outline planning application will by necessity be accompanied by a suite of detailed reports addressing the environmental issues and constraints. The Council is satisfied that the environmental impacts of the development are capable of being satisfactorily controlled through the imposition of appropriate conditions attached to any planning permission that might be granted for the proposals and/or through legal obligations secured through the S.106 agreement.</p> <p>It is the Council's Opinion that the submission of an Environmental Statement is therefore not required.</p> <p>Since then, 26/08/20 and onwards for about a week, CEG, the Developers, have sent leaflets via Royal Mail to many residents of Westhampnett, but not to Westerton as well. The leaflet explains their proposals and asks for comments by 13/09/20.</p> <p>On 13/09/20 the Parish Council lodged the following comment on CEG website:</p> <p><b>Westhampnett Parish Council</b> were not included in the leaflet mailing however wish to state its <b>STRONG OBJECTION</b> to the development of this piece of land for housing.</p> <p>This should be left as Green Space in between the 2 already approved housing developments. The result of building on this land would be a continuation of Chichester, removing more top-grade farmland for ever, and a large increase in traffic exiting onto Madgwick Lane which is not a suitable road. There is also a historical risk of flooding in this area and many species of wildlife will be lost. Lastly, but by no means least, the land is too close to Goodwood Aerodrome with inherent safety and noise implications.</p> <p>It is noted also that not all residents of the Parish were sent the leaflet, as those living in Westerton did not receive it. They will also be adversely affected by many aspects of this proposed development.</p>	
<p><b>214/20</b></p>	<p><b><u>PROPOSED NEW HOUSING DEVELOPMENT – LAND NORTH OF MADGWICK PARK:</u></b>  To discuss the PC and local response to the consultation leaflet from the developer CEG</p> <p>It was noted that the Parish Council responded to the CEG consultation leaflet (see Minute 213/20). Many others had also responded.</p> <p>Mrs Sandra Reid, a resident, remarked that the plans on the leaflet only show about 70 houses, but Mr Andrew Blanchard, a resident, said on the true plans they are bound to increase the number of houses to that stated. It is noted that Goodwood have put in a request to the Secretary of State for a review of the EIA decision. Cllr Potter said the new CDC HELAA (Housing and Economic Land Availability Assessment) details will be available on a map by the end of September. Cllr Hunt asked about the Interim Housing Policy, no final news on that at present.</p> <p><b>HP left the meeting at 20.01.</b></p>	

215/20	<p><b><u>UPDATE ON WESTERTON LANE, OPERATION WATERSHED PROJECT</u></b></p> <p>Cllr Holden confirmed that the WSCC Operation Watershed grant had been approved and awarded at £8k, with Landbuild as the preferred contractor. This work would require a Road Closure, the Notice required for this has a 12-week lead time, and Landbuild will be applying for this. The original WSCC Community Agreement that was sent was incorrect, and a new version was received by the Parish Clerk on Friday last week. This to be signed and returned, and then countersigned by WSCC and dated. Next thing needed is the Road Closure Licence.</p>	<u>LFL</u>
216/20	<p><b><u>SOUTHERN WATER RE: FOUL SEWERS CAPACITY IN STANE STREET:</u></b> Update on correspondence with SW</p> <p>The Parish Clerk advised she had emailed Floyd Cooper at Southern Water today asking for the northern maps and also requesting confirmation of a tank in situ at Madgwick Park, and the completion date of the new 10km pipeline.</p> <p>She has not yet written to OFWAT, to be actioned.</p>	<u>LFL</u>
217/20	<p><b><u>GREAT SEPTEMBER CLEAN:</u></b> Individual Litter pick between 11<sup>th</sup> – 27<sup>th</sup> September around the Parish</p> <p>Cllr McLeish advised that the Parish Council has run out of time and enthusiasm to arrange a group litter pick this year but said that individuals could do their own litter pick which would be most helpful.</p>	
218/20	<p><b><u>VILLAGE GREEN PLAY AREA AND WESTERTON PLAYING FIELD:</u></b> Progress on remedial works for:</p> <ol style="list-style-type: none"> <li><u>Village Green Play Area</u> – Mr Bob Keatley advised the Covid Notice needs replacing which he will do, and he reported that the weed growth around the play equipment is better than before.</li> <li><u>Westerton Play equipment and Outdoor Gym equipment</u> – Mr Bob Keatley advised that the Goal Net is being repaired and the Goal Posts painted in October along with the Multi Play. The question of the removal of the tyre and design of the replacement timber step was put to ROSPA. They have advised against this due to potential dangers to small children and have said the tyre is not necessary. Therefore, would it be acceptable to remove the tyre (pulled out by a car), and replace with turf? The Councillors agreed and it is to be done in due course.</li> </ol> <p><b>JH left the meeting at 20.13.</b></p>	<u>RK</u>  <u>RK</u>
219/20	<p><b><u>COMMUNITY HALL:</u></b></p> <ol style="list-style-type: none"> <li><u>Update on Cleaning regime</u> – It was reported that this was working well, and agreement was given to the purchase of extra supplies.</li> <li><u>Update on Bookings</u> – Mr Richard Skillern said bookings were holding up well. Depending on progress perhaps some reductions / free sessions in October may be needed to ensure classes continue. He asked if Cllr Holden could do a Blog post saying still doing classes, but not parties.</li> <li><u>Discuss the need for a Caretaker</u> – This matter was generally discussed, with the need for a job description and a person with IT/DIY skills. The Parish Clerk was asked if there was a standard job description and she will check ACRE / AirS and advise. The rate of pay would be quite low. It was agreed that Cllr Holden, Mr Skillern and the Parish Clerk would meet asap to progress.</li> <li><u>Boiler Service / Fire Extinguishers check / Fire Risk Assessment</u> – The Parish Clerk confirmed that the annual Boiler Service and Certificate would be carried out by Here4Heat on 29<sup>th</sup> September, the Fire Extinguisher annual check would be carried out by CIA on 6<sup>th</sup> October am, and the Fire Risk Assessment annual check would be carried out by Safe IS on 6<sup>th</sup> October pm including the matter of storage of petrol. Mr Marvin Smith offered to conduct the Fire Risk Assessment next year as he is in the Fire Service. The Councillors thanked him for his offer.</li> <li><u>Update on Hedging on western boundary</u> – Cllr Holden confirmed that Mrs Maggie Walsh had received a quote from Plants Outside at Shopwhyke for delivery in late October. Mrs Josie Holman suggested Mill Farm Trees at Bury and will provide details after the meeting.</li> <li><u>Table Tennis refurbishment</u> – Mr Bob Keatley advised he had refurbished it and replaced the wheels. He was thanked for dealing with this. It is a 2person job to set up the table up and it needs a new net. The Parish Clerk offered to purchase one and will put it in the Hall and let all know.</li> <li><u>Discuss Mowing quotes from Greenscape</u> – Mrs Maggie Walsh had obtained quotes from Greenscape for Box mow &amp; remove clippings at £68.00/cut or Ride on mower at £38.00/cut. Mr Richard Skillern said it would be very hard to mow around the Hall on a ride-on mower, and so it was agreed that it should be Box mowed. The Parish Clerk asked that the invoices be addressed to her, stating the Community Hall and not included within the Village Green invoices.</li> <li><u>Any other business</u> - None</li> </ol>	<u>VH</u>  <u>WH</u> <u>WH/RS/LFL</u>  <u>LFL</u>  <u>LFL</u>
220/20	<p><b><u>TREE WARDEN:</u></b> A local resident has volunteered; how should this be instigated?</p> <p>Jo Maddox, a resident of Westerton, has volunteered to be the Tree Warden. It is understood that her father was a Tree Warden too. As the Parish Council was not really expecting anyone to come forward, the next move was not already planned. The Parish Clerk will canvas other Clerks to see what they do, and work with Jo to progress this.</p>	<u>LFL</u>
221/20	<p><b><u>VISIBLE "ENTRANCE" TO EACH PART OF THE PARISH – PERHAPS MARK BY WHITE GATES ON THE VERGE?</u></b> To re-commence the proposal which was "parked" due to Coronavirus.</p> <p>Cllr McLeish advised no further progress yet, to be continued at the next PC Meeting.</p>	<u>CMcL</u>

222/20	<p><b><u>PC WEBSITE COMPLIANCE WITH PUBLIC SECTOR BODIES (WEBSITES AND MOBILE APPLICATIONS) (No. 2) ACCESSIBILITY REGULATIONS 2018:</u></b> Update by the Parish Clerk on progress; this must be completed by 23rd September 2020.</p> <p>The Parish Clerk explained that Sara Watkins, designer of the PC website, has kindly been assessing the website for this new set of regulations, free of charge. There is one page that needs completely re-working, but the rest just needed a few small changes. The website should be compliant by 23<sup>rd</sup> September.</p> <p>The Councillors thanked Sara very much for doing this work.</p>	LFL
223/20	<p><b><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA:</u></b></p> <p>None.</p>	
224/20	<p><b><u>PARISH FINANCIAL MATTERS:</u></b></p> <ol style="list-style-type: none"> <li>1. It was noted that Operation Watershed monies at £8,689.20 on were received on 20th August 2020</li> <li>2. To approve the Accounts up to 31st August 2020, have been previously circulated to all Councillors: There being no questions, the approval of the accounts was proposed by Cllr James, seconded by Cllr Holden, and all voted in favour. The Accounts were signed by Cllr McLeish.</li> <li>3. It was noted that the AGAR forms &amp; documents have been sent to the external auditors.</li> <li>4. Details of the annual NALC / NJC Clerks salary rise effective from 1<sup>st</sup> April 2020 had been previously circulated to all Councillors. There being no questions, the approval of the pay rise was proposed by Cllr McLeish, seconded by Cllr James, and all voted in favour. The Parish Clerk thanked the Councillors and will obtain the necessary form to be signed by the Chairman, and then submitted to WSCC Payroll.</li> </ol>	CMCL  LFL
225/20	<p><b><u>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS:</u></b></p> <p>Cllr McLeish put together the September Newsletter, printed it and it had now been delivered by the Councillors and Parish Clerk.</p> <p>The item regarding a <u>Tree Warden</u> has resulted in a Volunteer for this. See Minute 220/20 above.</p> <p>The call for more <u>Volunteers</u> also resulted in 2 offers of help, gratefully received.</p>	LFL
226/20	<p><b><u>DEALING WITH LOCAL ISSUES:</u></b></p> <ol style="list-style-type: none"> <li>1. <u>Bus Shelter</u> - Cllr James advised he had removed all the rest of the broken glass and beading and kept it ready to use. The Parish Clerk said she would contact Tom Robinson at Littlethorpe for the delivery date for the replacement steel mesh panels.</li> <li>2. Cllr Moth raised the issue of the need for the <u>litter bin by Tilemakers Bus Stop</u> to be re-installed as not fixed correctly during the Cycle Lane works. The Parish Clerk to take up with WSCC Cycle Lane Team.</li> <li>3. Cllr Moth asked about the new <u>LED lamps in the Street Lights along Stane Street</u>. She wondered if other residents of the parish had any issues with the light pollution caused by the new LED lights as they are much much brighter than those there previously. It was generally commented that perhaps the lights should be turned off at night? It is thought they are under SSE control for WSCC, Cllr Moth will look for details and advise the Councillors and Parish Clerk.</li> <li>4. Mrs Tracy Ashcroft, a resident, said she had witnessed people walking, pushing pushchairs etc along the edge of Madgwick Lane from the new footpath on the west side to the entrance of Madgwick Park. She is concerned for their safety and asked if there is to be a footpath all the way? The design of the development includes a <u>safe pathway along the inside of the development</u>. This pathway has not been constructed yet even though approximately 60 houses are now occupied. Mr Marvin Smith offered to provide the contact details for the Site Manager, and the Parish Clerk will email Cllr Potter and the CDC Planning Dept.</li> </ol>	LFL  LFL  CM  MS / LFL
227/20	<p><b><u>QUESTIONS BY THE PUBLIC:</u></b> 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> <p>None.</p>	
228/20	<p><b><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 12th October 2020</u></b></p> <p>Noted.</p>	
229/20	<p><b><u>CLOSE MEETING</u></b></p> <p>The Chairman closed the meeting at 9.05pm.</p>	

Signed.....  
Chairman of Meeting

Date.....



# WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

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## Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 12th October 2020 via Zoom

### Present:

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

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

10 members of the public also attended, including Mr A Ball (RR).

Minute No	Item	Action
230/20	<b><u>OPEN THE MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b> Cllr McLeish opened the meeting, welcoming all via Zoom. CDC Cllr H Potter had sent his apologies.	
231/20	<b><u>DISCLOSURE OF INTERESTS:</u></b> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).	
232/20	<b><u>CONFIRM MINUTES OF THE LAST FULL PC MEETING held on 14<sup>th</sup> September 2020</u></b> The Minutes for the Parish Council meeting held on 14 <sup>th</sup> September 2020 were accepted. Cllr Burborough proposed that they be approved, this was seconded by Cllr Holden, all were in favour and they were then signed by the Chairman.	<b><u>CMcL</u></b>
233/20	<b><u>MATTERS ARISING:</u></b> To deal with any matters arising from the Minutes of the last meeting. None.	
234/20	<b><u>REPORTS FROM EXTERNAL BODIES:</u></b> including District and County Councillors 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.  <b><u>WSCC Cllr Jeremy Hunt submitted the following report, and took questions only:</u></b> <b><u>West Sussex COVID Update – as at Wednesday 7th October 2020</u></b>  <b><u>Recorded Cases</u></b>  In the 14 days between 20th September and 3rd October, 407 people tested positive for COVID-19. This is 73% higher than the number testing positive during the previous 14-day period (7th September to 20th September).  The latest published seven-day incidence rate for England (published 5th October 2020) was 90.9 per 100,000 population and covers the period 24th September to 30th September.  All districts in West Sussex have an incidence rate below that of England. Over the period 27th September to 4th October, Worthing demonstrated the lowest rate at 23.6 per 100,000 population, and Horsham had the highest rate with 49.2 per 100,000 population. Chichester recorded a 7-day incidence rate of 27.2 per 100,000 population. The overall West Sussex seven-day incidence rate was 33.0 per 100,000 population.  <b><u>Adult Social Care: Our Covid-19 Winter Plan 2020 to 2021</u></b>  On 18th September, the Government published its Adult Social Care: Our Covid-19 Winter Plan 2020 to 2021. The Plan sets out government's overarching priorities for adult social care, which are:  <ul style="list-style-type: none"> <li>• Ensuring everyone who needs care or support can get high-quality, timely and safe care throughout the autumn and winter period.</li> <li>• Protecting people who need care, support or safeguards, the social care workforce, and carers from infections including Covid-19.</li> <li>• Making sure that people who need care, support or safeguards remain connected to essential services and their loved ones whilst protecting individuals from infections including Covid-19.</li> </ul>	



Key actions for local authorities (for both self-funded care providers and local authority commissioned services) and NHS organisations to take include:

- Local authorities must put in place their own winter plans.
- Local authorities must distribute funding made available through the extension of the Infection Control Fund and report on how funding is being used.
- Continuing to take appropriate actions to treat and investigate cases of Covid-19, including those set out in the contain framework and Covid-19 testing strategy. This includes hospitals continuing to test people on discharge to a care home and Public Health England local health protection teams continuing to arrange for testing of whole care homes with outbreaks of the virus.
- Working together, along with care providers and voluntary and community sector organisations, to encourage those who are eligible to access their free flu vaccine.
- Local authorities should work with social care services to re-open safely day services or respite services or identify alternative arrangements.
- Continuing to work with providers to provide appropriate primary and community care at home and in care homes, to prevent avoidable admissions, support safe and timely discharge from hospitals, and to resume Continuing Healthcare (CHC) assessments at speed.
- Local authority directors of public health should give a regular assessment of whether visiting care homes is appropriate or not.

The County Council will continue to work with partners and develop an implementation plan to deliver the Winter Plan.

### **Care homes**

There are 235 care homes for older people in West Sussex. The care homes provide around 8,608 beds. A third of these are commissioned by the County Council with the remainder commissioned through other local authorities, health, or funded directly by residents. The number of older people's care homes with a confirmed case of COVID-19 is 11 (staff and/or resident) and one suspected case. Currently there appears to be more cases occurring among staff rather than residents; therefore the presumption is that the transmission is likely to be happening outside of the care home.

More care homes are closing to admission and visitors where they are concerned that the virus could spread from the community, this is starting to impact on the ability of the health and social care system to discharge those medically fit for discharge. The Council is leading on the commissioning of alternative accommodation to support people to be discharged from hospital where it is not possible to discharge them directly to a care service.

Latest national guidance on residential care, supported living and home care guidance is available at <https://www.gov.uk/government/collections/coronavirus-covid-19-social-care-guidance>

### **Hospital capacity**

At the present time there is adequate acute hospital and community bed capacity in West Sussex. However, hospitals are now facing increasing pressures with rising numbers of Covid-19 positive cases - symptomatic and asymptomatic – and there will be challenges to managing this on the wards. Hospitals are also being expected to deliver against the national restoration plans including for cancer treatments. Health and social care partners are currently reviewing what community capacity is required to support the system with dealing with the increase in Covid-19 positive patients alongside usual winter pressures.

### **Shielded and Community Hub**

The Community Hub remains in operation providing support seven-days-a-week from 8am to 8pm, where residents of West Sussex are able to receive same day support (weekdays) due to any hardship as a result of COVID-19. Since the new webpages were created in May, we have received a total of 67,969 unique visits to our COVID-19 advice and information section. In September alone, we received 22,422 unique visits to the same section. For full details go to <https://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/covid-19-alert-level-weekly-data-and-outbreak-control-plan/>

### **Libraries**

Libraries continue to offer lending and return, information services, study sessions and access to IT. We are working towards a plan that will allow an increase in accessible hours to the library service along with the opportunity to carefully reintroduce some partnership delivery and some much-missed activities. Although we are only open at 40% of the pre-Covid timetable, we are lending 50% of the September 2019 figures and we dealt with 28,000 requests in September. It is important to note that some of these loans are being made possible by out-of-hours deliveries and virtual services so that we can keep up with demand. We are pleased to be able to offer this service.

### **Record Office**

The Record Office continues to offer Covid-secure and bookable research appointments which are proving popular. They are also piloting some additional offers for online research.

### **Registrations of Births & Deaths**

We are still encouraging people to register their new babies. The total number of babies unregistered, up to and including 1st October, is 820, so we are doing as much as we can to communicate with new parents that this service is available again. Since re-opening at the end of June, we have registered 3,800 births.

### **Ceremonies**

WSSCC Ceremonies staff have been under considerable pressure to help hundreds of couples, each with individual issues and concerns. Even with the reduced number of guests, some couples are still keen to have their ceremonies, as well as simple citizenship ceremonies which are being held in Crawley on Saturdays.

### **Training and Skills**

On Tuesday 29th September the Prime Minister announced plans to transform the training and skills system. More details can be found at: <https://www.gov.uk/government/news/major-expansion-of-post-18-education-and-training-to-level-up-and-prepare-workers-for-post-covid-economy>

Our current alert level, weekly data, Outbreak Control Plan and other Covid related information, including a link to our Community Hub, can be accessed on the following website:

<https://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/covid-19-alert-level-weekly-data-and-outbreak-control-plan/>

If you have any queries you can also email: [publichealth@westsussex.gov.uk](mailto:publichealth@westsussex.gov.uk).

### **Local Issues.**

- I'm very pleased to see that your Operation Watershed work now has a scheduled date for the work. Ideally it would have been sooner, but at least it is now in the system.
- In regard to the ongoing issue with a bollard at the end of Old Arundel Road, and following my update last month, I visited the site again about ten days ago and was pleased to see that a new bollard had been installed. Hopefully it is still there!
- Roger Elkins, the Cabinet Member for highways has released an update to Members on this year's winter gritting plans. Over the majority of last winter c.42% of the county's roads were treated and the same percentage will be treated this winter. Town and parish councils will be updated via a newsletter this week – in fact you might already have received that update.
- With reference to the Chichester Road Space audit and the implementation of the additional yellow lines, I understand that is still planned for late this year or early next year.
- Lastly, I also noticed last week that glass was being installed in the bus shelter opposite Roll Royce. I hope that was the fitting of the extra tough glass we are supplying and not another replacement due to vandalism!

*(NB from the Parish Clerk: This is mesh in the Bus Shelter opposite Madgwick Park, not glass at above location)*

### **Other Updates**

- This week is National Adoption Week. To find out more about adopting a child in West Sussex please visit <https://www.adoptionsoutheast.org.uk/>
- The County Council continues to work hard to understand the long-term financial implications of Covid 19 – which I'm sure you can imagine are going to be immensely challenging. Currently we are working on our budget for 2021/22 and our MTFs from 2022 to 2025. This is complicated by not yet knowing the level of government funding beyond the end of the current financial year and we are not likely to know this until the Autumn budget, or even as late as the Local Government Finance settlement in early December. We are also in the process of finalising our 'Reset and Reboot' plans, which we will be setting out later in the year.
- We webcast all our public meetings – which are still being held virtually – and you can find a list of October's meetings on our website @ <https://westsussex.moderngov.co.uk/mgCalendarMonthView.aspx?GL=1&bcr=1>
- Household Recycling Sites – just to remind you that our recycling sites are now working to winter hours through to 31st March 2021. The winter hours are 9am until 4pm, including weekends. During the winter the Westhampnett site will also be closed on Tuesdays. Other sites across the county will be shut on different days
- Lastly, we are also continuing to issue our Town and Parish News, as well as regular press releases (<https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/> ). Please check these sites regularly, particularly both our Coronavirus website and the CDC coronavirus website, and for other regular updates.

Jeremy Hunt – West Sussex County Council Member for Chichester North  
c/o Cabinet Office, County Hall, West Street, Chichester, PO19 1RQ  
E:mail [Jeremy.hunt@westsussex.gov.uk](mailto:Jeremy.hunt@westsussex.gov.uk) Tel: 0330222419536

Cllr Holden asked about the use of clear bags to dispose of rubbish at HWRS? Cllr Moth asked why it is necessary to have items in bags at all? Cllr Hunt said he would find out from Cabinet member Deborah Urquhart the next day and advise.

Mr Andrew Ball (RR) asked where the yellow lines mentioned above are to be? The Parish Clerk explained this in detail.

Cllr Holden asked if the Westerton Lane Road Closure Notice could be sent to himself and the Parish Clerk, as this has not been received. Cllr Hunt agreed to supply this.

JH

**Mr Andrew Ball (Rolls Royce Motor Cars) submitted the following report, and took questions only:**

**Operations**

No change to advisory from previous meeting reference:

- Two-shift working operational.
- Currently around 30% of office-based staff are onsite daily, working on a rotational basis.
- We are utilising our three car parks – within our planning permission – as effectively as possible.
- Additional buses – double the previous number - are in operation to and from Bognor Regis to allow for social distancing.
- All visitors to the Home of Rolls-Royce are asked to follow our strict Health & Safety rules, in compliance with PHE guidelines.

**Planning applications**

- Planning application 20/02120/FUL regarding the ongoing use of two temporary structures – Permitted.

**Action taken as a response to items raised at last WPC meeting**

- All employees have been reminded that they must park on site, respect local speed limits and respect local residents by leaving the site quietly and safely. This message has been reinforced through our weekly team brief and local management briefings.
- Employees incorrectly parking in Old Arundel Road targeted by Security and redirected to our car parks.
- Logistics Team advised re: Acumen lorries speeding along Stane Street – supplier contacted.
- Weeds sprayed along the side of Claypit Lane inside R-RMC fencing. More bark to follow, as requested.

**Latest news**

**WINNERS REVEALED IN WORLDWIDE ROLLS-ROYCE YOUNG DESIGNER COMPETITION**

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0318631EN/winners-revealed-in-worldwide-rolls-royce-young-designer-competition>

**MUSE, THE ROLLS-ROYCE ART PROGRAMME TO ANNOUNCE DREAM COMMISSION SHORTLIST ON 21 OCTOBER 2020**

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0318410EN/muse-the-rolls-royce-art-programme-to-announce-dream-commission-shortlist-on-21-october-2020>

**ROLLS-ROYCE REVEALS NEW GHOST EXTENDED**

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0317669EN/rolls-royce-reveals-new-ghost-extended>

Mr Ball advised that the work permitted under the above Planning Application was underway.

Mr Ball said that there had been 5000 entries from around the world for the Young Designer competition, and there would be another competition for children.

Mr Ball remarked that there had been little communication from the Community. Mr Andrew Blanchard, a resident, said the lorries were travelling faster and faster along Stane Street, and surely their tachos can prove the speed they are doing. Mr Ball said he would escalate this matter again. Mr Blanchard also said there had been 2 cars with Car Park passes parking in Coach Road. Mr Ball said he would check this.

AB

AB

**AB left the meeting at 19.20.**

**CDC Cllr Henry Potter submitted the following report:**

**District Councillors Report**

The only thing that happened in the Council which will have a profound effect on our community is the making of a Public Spaces Protection Order. This is an added Order to the Anti-Social Behaviour, Crime and Policing Act of 2014 and particularly deals with fouling of land by dogs.

The land specified is, "any land to which the public has permitted access" and this includes public parks, footpaths. The Order also addresses dogs on leads by direction of the Local Authority, including Parish Councils and private landowners, but here there could be contention as the Animal Welfare Act of 2006 makes it a legal requirement for those in charge of a dog must ensure that it gets sufficient and suitable exercise such as walks and runs "off

	<p>lead"! This Order was made subsequent to a full public consultation which was carried out between the 17th July and 14th August this year and will enable the Council to deal with dog related nuisances in the District.</p> <p>One area which has suffered the most during this Covid pandemic, is the leisure industry everywhere not just in Chichester District. To this end the Council are already considering how the huge fall in visitors and tourists can be enticed back to visit when we get back to normal. An events strategy is being worked up to encourage promoters to use the many open spaces we have in the District and are actually owned and managed by the Council. Such things as Festivals in Priory Park, a return of the Ice Rink and exhibitions at the Museum and Pallant House. Some popular Music stars visiting the Festival Theatre during the winter months in the future would, I'm sure, be most welcome.</p> <p>The Council Offices are still closed but specific meetings can be arranged by appointment, otherwise almost all Council Meetings continue to be held online as we do using the Zoom platform. It is encouraging to find a large number of the public who choose to join and at times take part in such meetings. And it looks as though this arrangement will continue until well after Christmas.</p> <p>Regarding local issues, I spoke to one of your residents who suffered flooding of his garden early this year and I learned that Southern Water had re-turfed his garden and improved the drainage of overspill into the ditch which runs along the eastern edge of his property! And this eventually runs into the Leisure Park lake!!!</p> <p>In addition S/W paid him £700.00 by way of compensation.</p> <p>I'm unaware of any further action with the Madgwick Park situation at the moment.</p> <p>And that concludes my report.</p> <p>Henry Potter. CDC Member for the Goodwood Ward.</p> <p>In his absence – the Parish Clerk mentioned that Cllr Potter had emailed Shona Archer, CDC Planning Enforcement Officer regarding the Sewage Tank / Pipeline at Madgwick Park, but she had not seen a reply. The Councillors asked that if no reply within 3 days then the Parish Clerk should take the matter direct to the Enforcement Officer.</p>	<p><u>LFL</u></p>
<p>235/20</p>	<p><b><u>MEMBERS' REPORTS:</u></b> To receive reports from Members where not covered in agenda below.</p> <p><b><u>Bus Shelter</u></b> - Cllr McLeish thanked Cllr James for the hard work he did in installing the mesh panels. He explained that the job took a lot longer than anticipated as he had to cut the new glazing bars to size on site. All agreed it looks very nice. Cllr James said he has the old glazing bars, and it was suggested they should be put in the External Store at the Community Hall in case of future need.</p> <p><b><u>All Parishes Meeting held on 16<sup>th</sup> September attended by Cllr Burborough and Mrs Jean Hardstaff</u></b> – it was reported that if there any <u>Travellers encampments</u>, they should be reported to Sussex Police on 101. Obtain a crime reference number and then inform CDC. Mrs Hardstaff said they were told the police are not moving them on unless there is a really good justification for doing so. Lots of Parishes asked why the site was not bigger; there are still 9 pitches. Regarding <u>Planning</u> CDC have relaxed their policy on pavement licences etc. The recent changes to Planning rules also now allow new dwellings, offices to become flats, and additional storeys. It will be interesting to see how many of the possibilities are used. The <u>Pop-Up Cycle Lanes</u> in Chichester have been a subject of complaints, and CDC are taking comments and assessing. Cllr Hunt confirmed that he is still working on getting them removed. It seems there are less than 1% of cycle users on 50% of the road lanes. Cllr Moth said decent cycle lanes were very valuable. Cllr McLeish advised she had shared the CDC Walking and Cycling Survey on the Parish Council Facebook and Next Door. Cllr McLeish thanked both for attending.</p>	<p><u>SJ</u></p>
<p>236/20</p>	<p><b><u>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</u></b></p> <ol style="list-style-type: none"> <li><b><u>Heavy Ivy</u></b> - CDC Depot were unable to assist with the problem of removing the large clump of heavy ivy on the Cycle Lane as it was just too big, so they reported it to WSCC. It has now been squashed back into the verge and is off the Cycle Lane. Hopefully, it will just decay naturally as a habitat!</li> <li><b><u>VE Bench</u></b> – it has been reported that they are comfortable and being well used, thanks to all concerned.</li> <li><b><u>2 x Benches on Village Green</u></b> – would it be appropriate to have the same make and design as the VE Bench? The Councillors agreed, and this will be progressed. Mr Bob Keatley asked if, at the same time the installation of the new benches was to be done, the repositioning of the benches in the play area could also be actioned. This to be considered as one large task, or 2 smaller tasks.</li> <li><b><u>Solar Farm Dead Trees</u></b> – Cllr Hunt offered to contact the WSCC Your Energy Sussex team about this matter.</li> <li><b><u>Litter Pickers / Rings</u></b> – Mr Derek Marlow confirmed the new rings were successful, and the Parish Clerk asked if 2 more should be ordered This was agreed.</li> <li><b><u>LED Street Lights</u></b> – The Parish Clerk asked if Cllr Moth had been able to find the details of who to contact regarding the brightness of the new LED lights? She said there was no number, and Cllr Hunt offered to look into this.</li> <li><b><u>Madgwick Park pathway</u></b> – Since this was reported last month, the Parish Clerk has received contact details for Jon Green, the Managing Director for David Wilson (Southampton), however there is now considerable work going on to create a pathway. Daily progress is being made and hopefully it will be finished very soon.</li> <li><b><u>Litter Bin installation at Tilemakers</u></b> – This is still outstanding. It was advised that the one at Maudlin Bus Stop is not installed correctly either. The Parish Clerk to follow up.</li> <li><b><u>Broken Speed Post at entrance to Madgwick Park</u></b> – Since reporting this to Love West Sussex the post is now standing up again!</li> </ol>	<p><u>LFL</u> <u>LFL</u> <u>JH</u> <u>LFL</u> <u>JH</u> <u>LFL</u></p>

237/20

**PLANNING MATTERS:** To receive a report on recent planning applications.

**Planning Update since the last Parish Council Meeting on 14th September 2020**

**New Planning Applications for the period week 38 (16/09/20) to week 41 (07/10/20) inclusive**

**WH/20/02377/TPA** - Case Officer: Henry Whitby

Mr Richard Avery

10 The Sadlers Westhampnett Chichester West Sussex

Crown reduce by approx. 3-4m (all round) to previous pruning points and crown lift by up to 3.5m (above ground level) on 1 no. Horse Chestnut tree (marked on plan as T1, TPO'd as T3) subject to WH/68/01075/TPO.

O.S. Grid Ref. 487530/106006

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QH0EJ4ER10V00>

The PC has no comment to make 12/10/20

**WH/20/02373/LBC** - Case Officer: Maria Tomlinson

Mr John Brown

Grayle House Stane Street Westhampnett PO18 0NT

Formation of opening in internal wall and installation of a pair of glazed and timber framed internal doors at ground floor level.

O.S. Grid Ref. 488048/106155

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QGY3H7ERGF100>

The PC has no comment to make 12/10/20

**WH/20/02371/LBC** - Case Officer: Calum Thomas

Mr John Brown

The Close Stane Street Westhampnett PO18 0NT

Installation of replacement window and new pair of glazed external doors to existing front porch.

O.S. Grid Ref. 488046/106163

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QGWGI3ERGE600>

The PC has no comment to make 12/10/20

**Update on outstanding Planning Applications**

**WH/20/01903/OBG** - Case Officer: Jane Thatcher

Ms Julian Jones

Land North Of Madgwick Lane Westhampnett West Sussex

Deed of variation to the S106 Agreement in relation to applications 15/03524/OUTEIA and 15/03884/OUT - Madgwick Lane for a change in the trigger for the sports provision from the 200th dwelling (as drafted) to the 225th dwelling (as proposed). The relevant part of the S106 Agreement is Schedule 1, section 6, paragraph 6.2.

O.S. Grid Ref. 487255/106469

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QE89M0ER0WT00>

**The Parish Council lodged the following comment:**

Westhampnett Parish Council wishes to OBJECT to the proposed change to the S106 Agreement, as stated in the application.

The Parish Council sees no reason to delay the sports provision as 200 houses was set in order to provide facilities at a projected number of residents within the 200 houses. Increasing the trigger point to 225 houses is denying all the earlier residents the use of this important facility until a later date than would have been the case.

**Decision due by 28/10/2020**

**Decisions**

**WH/20/02120/FUL** - Case Officer: Jane Thatcher

c/o Agent

Rolls Royce Motor Cars The Drive Westhampnett Chichester

Extension to use and structure of temporary storage building/tent for finessing (finishing activities) (approved under 17/01700/FUL).

O.S. Grid Ref. 488512/106717

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QFD9S7ERMZA00>

*"the existing temporary structure adjacent to Building 51 is proposed to be renewed further a further 5 years (until 31st December 2025). In addition, the proposal extends the size of the structure by 17m, providing a total of 12 finish bays – an increase from 7 finessing bays previously. This increase in the size of the structure increases the floorspace to 1080sqm (from 825sqm). "*

The PC has no comment to make

**This was PERMITTED on 28/09/2020**

Time limits and implementations conditions:-

1) The building and works hereby permitted shall be removed and the land restored to its former condition, or to a condition to be agreed in writing by the Local Planning Authority, on or before the expiration of the period ending on 31 December 2025. To clarify, this temporary permission allows the dismantling and reconstruction of the marquee during this period.

Reason: To accord with the terms of the application and temporary need for the structure, and in order not to prejudice consideration of future proposals for the site.

2) The development hereby permitted shall be carried out in accordance with the plans listed below under the heading "Decided Plans"

Reason: For the avoidance of doubt and in the interests of proper planning.

Conditions to be compiled with at all times following completion of the development:

3) The development hereby permitted shall only be used if the pollution control measures have been provided, including the provision of 3 spill kits within the marquee and double bunding the heating equipment. The pollution control measures shall thereafter be retained. All waste from the marquee use will be dealt with using the waste management arrangements as existing for the business site as a whole.

Reason: To prevent contamination on site and to ensure waste is properly dealt with.

4) At the nearest receptor, the rated sound levels shall not be more than 2dB above the background sound level for the time periods as shown in Table 6 and Table 7 of the submitted Rolls Royce Motor Cars - Noise Impact Assessment Temporary Structure, produced by Arcadis (August 2020), when assessed in accordance with BS4142:2014.

Reason: To safeguard the amenities of neighbouring properties.

5) The development hereby permitted shall not be lit, either internally or externally, between the hours of 23:30 and 06:00.

Reason: To minimise light pollution and glow.

6) The development hereby permitted shall not be used other than for the purposes described in the application description, unless otherwise agreed in writing by the Local Planning Authority.

Reason: To protect the environment and the amenities of local residents.

7) The development hereby permitted shall operate in full accordance with the described activities (section 2) and the proposed mitigation measures (section 7), including the implementation of a 'good neighbour' policy, as set out within the submitted Rolls Royce Motor Cars - Noise Impact Assessment Temporary Structure, produced by Arcadis (August 2020).

Reason: To protect the environment and the amenities of local residents.

**HELAA**

Mrs Jean Hardstaff reported that the new CDC HELAA information had just been published and that the map for Westhampnett showed the land proposed for development by CEG was excluded. She queried whether there will or will not be an application? Cllr Holden said the increase in Westerton was from 52 houses currently there to a total of 160 houses. An extra 90 houses on the Civil Defence land – what about the wildlife there, it was alarming to see this. Mrs Hardstaff said this was a desktop study of where houses **could** be, and in the past the Parish Council has identified the Civil Defence site for housing, but at a lower number. Mr Derek Marlow, a resident, said that this report is an invitation to all and sundry, and not in any way a presumption of housing. Mrs Hardstaff said that Gillian Keegan MP has challenged the local housing numbers in Parliament, and it may be that CEGs proposal is outside of the CDC's ideas, but CEG may still put in an application, and may get it. Mrs Hardstaff remarked that if Maudlin is extended then effectively there will be a join up with Tangmere. Raughmere Field at Lavant is discounted in this report, the Parish Council need to keep an eye on the recent EIA application.

238/20

**GOODWOOD AERODROME CONSULTATIVE COMMITTEE:** Report on meeting held on 2<sup>nd</sup> October Cllr Burborough had attended this meeting. The proposed CEG development around Goodwood Aerodrome was discussed, and it was noted that the 400m exclusion zone applies to the Motor Circuit, not the Aerodrome. The runway lighting improvements will now be carried out next year. There had been a reduction in flights January – July this year against last year, with flights only being allowed during lockdown for engine health reasons. There is a review of the noise from Runway 24 to over the Lavant Gap. The next meeting is an EGM on 4<sup>th</sup> December 2020 and then normal meeting on 10<sup>th</sup> March 2021. A new Chairman of the GAAC is needed. Cllr Burborough will be attending on 4<sup>th</sup> December.

**SB**

239/20

**UPDATE ON WESTERTON LANE, OPERATION WATERSHED PROJECT**  
Cllr Holden reported he has received verbal confirmation of the road closure from 11-15/1/2021, for no more than a week as it is a few day's work. It was noted that Road Closure signs will need to go up, and to find out when they should be done, so this can be checked.

**WH**

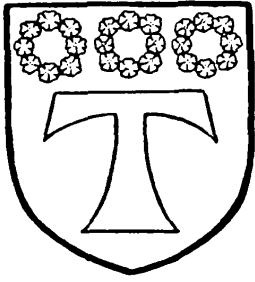
240/20	<p><b>SOUTHERN WATER RE: FOUL SEWERS CAPACITY IN STANE STREET:</b> Update on correspondence with SW The Parish Clerk had continued her email communication with Southern Water, and it has resulted in them stating they have “a scheme in design to provide a permanent solution to drain the Madgwick Park development to resolve the flooding issues and remove the need for tankering arrangements”. Having asked for full details, this is still awaited. Cllr Holden said this was deliberate obfuscation, and residents were being ignored or fobbed off. The previous details provide have been contradictory, and as mentioned by Mr Bob Keatley, a resident, Madgwick park is connect ed to Stane Street by a diagonal pipe across. The Councillors asked the Parish Clerk to refer the whole matter to OFWAT.</p> <p>Mr Derek Marlow, a resident, asked if a map of the sewer at Hadrian Drive could be provided to him as there had been issues with sewage coming up where it should not be. Roman Walk drains in the pumping station, and the Parish Clerk has a map of that area and will forward.</p> <p><b><u>JH left the meeting at 20.28.</u></b></p>	<p><u>LFL</u></p> <p><u>LFL</u></p>
241/20	<p><b><u>KEEPING THE PARISH LOOKING GOOD – VILLAGE VOLUNTEERS:</u></b></p> <ol style="list-style-type: none"> <li><u>Volunteers Group, including Great September Clean</u> – Cllr McLeish thanked the volunteers for their great work over the season, including the recent litter picking largely carried out by Mr Derek Marlow. She said the new Hi-viz jackets were helping to let people know the work is being done by village residents, and anyone can come and help.</li> <li><u>Trees</u> from the Woodland Trust are coming in early November and Cllr McLeish asked for ideas of locations around the village as to where to plant the 210 saplings as they are nuts / berries / woodworking types? Stane Street at Maudlin was suggested, and any other locations to be provide to Cllr McLeish as soon as possible.</li> <li><u>Daffodils</u> – Ms Sara Watkins, a resident, had suggested that daffodils could be planted to brightened up the Stane Street area in the Spring. She explained that it would be necessary to plant the bulbs over the next few weeks, and it would need about 2000 at a cost of circa £285. They could be planted with bulb planters or have a digger scrape back the soil, plant and reinstate the soil. The Parish Clerk confirmed that budget was available for this as no community event had been able to happen in the summer as had been hoped. Suggestions of locations were made including the sloping areas alongside the cycle path in Stane Street, the Rolls Royce roundabout at the top of Claypit Lane, the area alongside the chestnut bollards opposite Madgwick Park, and the Village Green. It was noted that any planting on WSCC Highways land would need prior permission which would be difficult to obtain this year in the timescale needed. Match funding by RR was suggested, and that maybe new areas could be done every year to make a show over all the Parish. Ms Watkins said she would be happy to co-ordinate and take the lead on this project. Progress to be reported at the next PC meeting.</li> <li><u>Christmas Trees</u> - Mrs Jean Hardstaff, a resident of Westerton, had suggested that the Tree there could be located beside the Bus Stop. This may be WSCC Highways land and so approval would need to be this sought for this. The Councillors agreed that it would be good to have 2 Christmas Trees in the Parish again this year, and the Parish Clerk confirmed that there had been provision in the budget for this. After discussion it was agreed to have 2 cut trees again and look at planting a tree or trees in time for next year. Due to coronavirus there could not be the big switch-on event as in previous years, it would have to be kept simple, with no public attendance. Cllr Moth offered to look for some very large baubles and Ms Sara Watkins offered to run the project. Mr Bob Keatley, who has been involved in previous years, said he could offer advice. Progress to be reported at the next PC meeting.</li> </ol>	<p><u>ALL</u></p> <p><u>SW</u></p> <p><u>CM / SW</u></p>
242/20	<p><b><u>ALLOTMENTS:</u></b> An update on the recent training course attended by the Parish Clerk, and how to proceed. NB: Latest revisions were under Planning Application WH/19/02346/REM</p> <p>The Parish Clerk had circulated an explanatory email detailing the areas covered by the training course, and recommendations arising from it. One of these is that, for new allotments, a Society should be set up to run them before they are available, and that membership of this Society should be a condition of renting an allotment. That way all allotment holders have a vote in the future direction of the allotments. Although the Allotments were originally going to be provided by BDW Homes circa July 2021, it is unclear how much of a delay has been caused by the Coronavirus lockdown. The Councillors agreed that this subject needs to be on the Agenda for the January PC meeting.</p> <p>Mr Derek Marlow, a resident, offered to contact BDW Homes to ask when they expect the allotments to be ready. The Councillors agreed this would be useful information.</p>	<p><u>LFL</u></p> <p><u>DM</u></p>
243/20	<p><b><u>COMMUNITY HALL:</u></b></p> <ol style="list-style-type: none"> <li><u>Update on Cleaning and appointment of a new Cleaner</u> – Cllr Holden reported Mrs Vikki Hibbert was no longer able to do the Hall cleaning due to Covid security for her place of work. She was thanked for all the work she had done. T &amp; T Cleaning were now cleaning the Hall, using 2 ladies for 2 hrs each weekly, being 4 hrs in all.</li> <li><u>Update on Bookings</u> – Mr Richard Skillern was not present to report.</li> <li><u>Update on preparation for the appointment of a Caretaker</u> – Cllr Holden reported that Mr Richard Skillern, the Parish Clerk and himself had met to discuss the role of Hall Caretaker. This would be advertised on the PC Facebook and Hall website, and hopefully in the Church newsletter (December issue) with a closing date at end of December. Interviews in early January. The advert needs refining.</li> <li><u>Report on Boiler Service / Fire Extinguishers check / Fire Risk Assessment</u> – The Boiler and Fire Extinguishers have been serviced and new Certificates issued. The Fire Risk Assessment has been done and the report is awaited. However, it is known that there are a few minor tasks to be tackled over the coming year, and that a Metal Petrol Store is needed, to be located outside. Agreement was given for the Parish Clerk to purchase.</li> <li><u>Report on residue of Build items to be completed by Reilly's</u> – Mrs Jean Hardstaff reported that Reilly's would be attending the Hall tomorrow to replace the Perspex sheet and the cupboard lock, and to sort out the outside guttering roof membrane. The other outstanding work needed is a replacement padlock for the overhead barrier, replace temporary filling with paving slabs and remove the electric box in the car park. She is seeking dates to complete this work asap, and nothing will be paid until all the work is completed.</li> </ol>	<p><u>WH / RS / LFL</u></p> <p><u>LFL</u></p> <p><u>JLH</u></p>

	<p>6. <u>Update on Hedging on western boundary</u> – Cllr Holden advised he has given the dimensions and location to Mill Farm Trees and awaits a quotation.</p> <p>7. <u>Discuss when Greenscape Box Mowing is to start – next season Feb 2021?</u> – It was agreed to start this next year. The Parish Clerk to email Bill of Greenscape, the contractor.</p> <p>8. <u>Any other business</u> – Cllr Burborough remarked that a <u>sign on the Hall is needed</u> to show people what the building is. This was something that Rolls Royce had offered to do, and it was agreed to approach them again to see if still able to help. This is a project for 2021.</p>	<p><u>WH</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p>
244/20	<p><b>NHB 2019 APPLICATION- 32/20</b>  <b>RESOLVED:</b> That the Parish Council accept and understand the Terms and Conditions of the New Homes Bonus Agreement NHB 32/20. All voted in favour. The Parish Clerk to sign both copies of the Terms and Conditions and one copy to be sent to Mr David Hyland.</p>	<u>LFL</u>
245/20	<p><b><u>VISIBLE “ENTRANCE” TO EACH PART OF THE PARISH – PERHAPS MARK BY WHITE GATES ON THE VERGE?</u></b>  Cllr McLeish had reviewed the quotes with the suppliers who have confirmed the same values as February 2020. She has confirmation that the WSCC licence needed to put structure on Highways land would be free. Mr Darren Rolfe, Senior Community Solutions Officer in the Parish &amp; Town Councils and Governance, Communities &amp; Public Protection directorate at WSCC deals with the West Sussex Volunteers and has confirmed that the installation could be carried out by that team. Cllr McLeish will provide a map with the locations of the “gates” and send to WSCC.</p> <p>It was suggested that once installed some Daffodils could be planted around them, perhaps next year.</p>	<p><u>CMcL</u></p> <p><u>LFL</u></p>
246/20	<p><b><u>PC WEBSITE COMPLIANCE WITH PUBLIC SECTOR BODIES (WEBSITES AND MOBILE APPLICATIONS) (No. 2) ACCESSIBILITY REGULATIONS 2018:</u></b>  This was noted that this was completed by 23rd September 2020, and the Parish Council thanked Sara Watkins for all her work on this item.</p>	
247/20	<p><b><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA:</u></b></p> <ol style="list-style-type: none"> <li>1. A <u>street sign is also needed for the Community Hall</u> to show people where it is.</li> <li>2. PCSO Jason Lemm had contacted the Parish Clerk to offer to <u>update the Parish Council on local Policing</u>. It was agreed to invite him to attend one of the future PC meetings, and the Parish Clerk will advise him of several dates.</li> </ol>	<p><u>LFL</u></p> <p><u>LFL</u></p>
248/20	<p><b><u>PARISH FINANCIAL MATTERS:</u></b></p> <ol style="list-style-type: none"> <li>1. It was noted that there had been a receipt on 25th September of <u>CDC Grant of £250 for the VE75 Bench</u>.</li> <li>2. To <u>approve the accounts to 30th September 2020</u>, which had been previously circulated to all Councillors: There being no questions, the approval of the accounts was proposed by Cllr James, seconded by Cllr Burborough, and all voted in favour. The Accounts were signed by Cllr McLeish.</li> <li>3. To review the requested <u>Grant (£800 in 2019) from St Peters Church for the upkeep of the Churchyard</u> The written request was reviewed, and all agreed a grant of £800 be made. This was proposed by Cllr Holden, seconded by Cllr McLeish, and all voted in favour. The Parish Clerk to action.</li> <li>4. To approve <u>NALC / NJC Clerks increase in holiday allowance by 1 day per year pro rata effective from 1<sup>st</sup> April 2020</u>. This was agreed, proposed by Cllr James, seconded by Cllr Burborough, and all voted in favour. The Parish Clerk thanked the Parish Council.</li> </ol>	<p><u>CMcL</u></p> <p><u>LFL</u></p>
249/20	<p><b><u>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS:</u></b>  None.</p>	<u>ALL</u>
250/20	<p><b><u>DEALING WITH LOCAL ISSUES:</u></b></p> <p>Cllr Holden advised that an email had been received by the Parish Clerk from Mr Steve Richardson, a resident of Westerton, who asked how to join the Westerton WhatsApp group, and said he was concerned about the lack of facilities in Westerton even though the residents pay the same level of Council tax as everyone else in the Parish. He cited no provision of mains gas, no street lighting, and no safe pathway for getting to the March School.</p> <p>Cllr Holden remarked that Westerton is just south of the SDNP which is a Dark Skies area, the provision of mains gas would be prohibitive, and although the path was bad during the flooding last winter, it is now OK.</p> <p>Cllr Holden advised that the Parish Clerk had dealt with the WhatsApp question and that he had contacted Mr Richardson, so that these matters could be discussed.</p>	<u>WH</u>
251/20	<p><b><u>QUESTIONS BY THE PUBLIC:</u></b> Any resident of the area covered by the Council and present at the meeting may ask questions relating to the business of the Council.  None.</p>	
252/20	<p><b><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 9<sup>th</sup> November 2020</u></b>  Noted.</p>	
253/20	<p><b><u>CLOSE MEETING</u></b>  The Chairman closed the meeting at 9.34pm.</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

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## Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 9<sup>th</sup> November 2020 via Zoom

### Present:

**Parish Councillors:** Cllr C McLeish (Chairman), Cllr W Holden (Vice-Chairman), Cllr T Ashcroft (co-opted), Cllr S Burborough, Cllr S James and Cllr C Moth.

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

12 members of the public also attended, including Mr A Ball (RR).

Minute No	Item	Action																																
254/20	<b>OPEN THE MEETING &amp; TAKE APOLOGIES FOR ABSENCE</b> Cllr McLeish opened the meeting, welcoming all via Zoom. CDC Cllr H Potter had sent his apologies.																																	
255/20	<b>DISCLOSURE OF INTERESTS:</b> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).																																	
256/20	<b>PARISH COUNCILLOR VACANCY (BY CO-OPTION)</b> Mrs Ashcroft said a few words describing her personal and work background, and explained that after 25 years of living in the Parish she now in a position to give her time and enthusiasm to assist the community. Cllr McLeish proposed that she become a Councillor and all voted in favour. Having signed the paperwork Cllr Ashcroft took her place (via Zoom) with the rest of the Councillors and was welcomed by Cllr McLeish.	<b>LFL</b>																																
257/20	<b>CONFIRM MINUTES OF THE LAST FULL PC MEETING held on 12<sup>th</sup> October 2020</b> The Minutes for the Parish Council meeting held on 12 <sup>th</sup> October 2020 were accepted. Cllr Holden proposed that they be approved, this was seconded by Cllr James, all were in favour and they were then signed by the Chairman.	<b>CMcL</b>																																
258/20	<b>MATTERS ARISING:</b> To deal with any matters arising from the Minutes of the last meeting. None.																																	
259/20	<b>REPORTS FROM EXTERNAL BODIES:</b> including District and County Councillors 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.  <b>WSCC Cllr Jeremy Hunt submitted the following report, and took questions only:</b>  <b>West Sussex COVID Update – as at Wednesday 5<sup>th</sup> November 2020</b>  <b>Recorded Cases</b>  In the <b>14 days</b> between 18 <sup>th</sup> October and 31 <sup>st</sup> October 1,428 people tested positive for COVID-19. This is 102% higher than the number testing positive during the previous 14-day period (5 <sup>th</sup> October to 18 <sup>th</sup> October).  <table border="1"> <thead> <tr> <th></th> <th>5th October to 18th October</th> <th>6th October to 19th October</th> <th>7th October to 20th October</th> <th>8th October to 21st October</th> <th>9th October to 22nd October</th> <th>10th October to 23rd October</th> <th>11th October to 24th October</th> </tr> </thead> <tbody> <tr> <td>West Sussex</td> <td>705</td> <td>765</td> <td>802</td> <td>843</td> <td>885</td> <td>940</td> <td>1,005</td> </tr> <tr> <th></th> <th>12th October to 25th October</th> <th>13th October to 25th October</th> <th>14th October to 26th October</th> <th>15th October to 27th October</th> <th>16th October to 28th October</th> <th>17th October to 30th October</th> <th>18th October to 31st October</th> </tr> <tr> <td>West Sussex</td> <td>1,074</td> <td>1,173</td> <td>1,225</td> <td>1,302</td> <td>1,311</td> <td>1,362</td> <td>1,428</td> </tr> </tbody> </table>		5th October to 18th October	6th October to 19th October	7th October to 20th October	8th October to 21st October	9th October to 22nd October	10th October to 23rd October	11th October to 24th October	West Sussex	705	765	802	843	885	940	1,005		12th October to 25th October	13th October to 25th October	14th October to 26th October	15th October to 27th October	16th October to 28th October	17th October to 30th October	18th October to 31st October	West Sussex	1,074	1,173	1,225	1,302	1,311	1,362	1,428	
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259/20  
Cont.

Over the period 22nd October to 28th October, Horsham had the lowest incidence rate at 71.6 per 100,000 population, and Crawley the highest rate with 136.1 per 100,000 population.

The overall West Sussex seven-day incidence rate over this period was 93.2/100,000.

District	Number of new cases between 22nd October and 28th October	7-day incidence rate per 100,000 population
Adur	47	73.1
Arun	130	80.9
Chichester	141	116.4
Crawley	153	136.1
Horsham	103	71.6
Mid Sussex	137	90.7
Worthing	94	85.0
<b>West Sussex</b>	<b>805</b>	<b>93.2</b>

All districts in West Sussex have an incidence rate below that of England (225.8 per 100,000). Chichester and Crawley now have rates higher than the South East rate (110.4 per 100,000).

Of the people testing positive for COVID-19 over the seven-day period, 41% were aged under 40, and 15% were aged over 60. Young adults had the highest age-specific incidence rate, however rates are growing in all age groups.

#### **Care homes**

There are 235 care homes for older people in West Sussex. The care homes provide around 8,608 beds. A third of these are commissioned by the County Council with the remainder commissioned through other local authorities, health or funded directly by residents.

The number of older people's care homes with a confirmed case of COVID-19 is 13 (staff and/or resident). Learning disability and mental health services have four services with confirmed cases.

Local data on care homes reports admissions are currently restricted in:

- 19 care homes for older people,
- 1 extra care setting,
- 10 care homes for mental health/learning disability,
- 0 domiciliary care providers, and
- 2 supported living settings.

93 care homes for older people are now open to visitors. Healthwatch are hosting a Sussex-wide meeting on 10th November 2020 for families and friends of care homes residents, supported by the County Council, Public Health, the Clinical Commissioning Group and care providers to explore rules, challenges and solutions to maintain contact during COVID-19.

In the last week there has been an increase in the number of care homes requiring support following confirmed cases of COVID-19, particularly where staff groups are affected and required to isolate for a period of 14 days. This support is multi-agency, led by the County Council, to ensure the safety of residents and to provide additional strength to providers' business continuity plans through a number of measures from guidance, practical advice/peer support to Infection Prevention Control training and support to source additional staff, supplies and housekeeping.

Latest national guidance on residential care, supported living and home care guidance is available at <https://www.gov.uk/government/collections/coronavirus-covid-19-social-care-guidance>

#### **Infection Control Fund**

On 17th September 2020, the Government announced a further £546m [infection control fund](#) for adult social care providers. The West Sussex allocation of this money is £10.958m. We will passport 80% of this money directly to registered care home providers and other CQC regulated community care providers. The remaining 20% is allocated to the care sector, to support COVID-19 infection control measures, based on local discretion. On 27th October 2020 the County Council [published a decision](#) setting out the allocation and distribution of the grant in West Sussex and funding has since started to be distributed.

#### **Hospital capacity**

At the present time there is adequate acute hospital and community bed capacity in West Sussex, although hospitals are facing increasing pressures with rising numbers of COVID-19 positive cases particularly in the north of the county.

259/20  
Cont.

## Community Hub

New [National Restrictions Guidance](#) has been published by Government in advance of the national lockdown. This includes guidance on protecting those who have been deemed to be Clinically Extremely Vulnerable (CEV), meaning they face the highest risk of serious illness if they contract COVID-19. Residents who are in this group will receive a letter in the next few days from the NHS or direct from their GP advising them that they are assessed as CEV.

The Community Hub is fully prepared to provide a range of support and practical assistance for the more than 34,000 residents classed as CEV in West Sussex and we will be proactively communicating the support available via the WSCC communications channels. Telephone lines are open from 8am to 8pm, seven days a week, supported by website content and a series of e-forms to provide digital access.

CEV individuals, or their friends and family, are encouraged to contact the Community Hub or use the new online [national registration service](#) to identify any support they may require. They will be asked for their NHS number which can be found on any letter from the NHS, or on a prescription.

The [Community Hub](#) will be able to help complete registration by phone and residents are encouraged to get in touch directly if they have an urgent need or have any questions.

For full details go to the following website: <https://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/covid-19-alert-level-weekly-data-and-outbreak-control-plan/>

The Community Hub phone number is: **033 022 27980**

## Communities updates

### Record Office

The Public Search Room will be closed during lockdown, any bookings have now been cancelled and the website updated

### Birth and Death Registrations

Both of these registration services will continue as is for the time-being, with the ability to decrease Birth appointments to create Death appointment availability if we experience a surge in deaths. As it stands, Coroners inquests are proceeding.

### Libraries

The libraries have been very busy since the lockdown announcement, whereby people are stocking up with books and have put in many requests for further books. We are, however, still awaiting clarity on what libraries can and cannot do. Once this is published, we will finalise plans.

We are planning on the assumption that libraries can still operate 'Select and Collect' (i.e. the buildings are not open for browsing but people can order online, by email or phone and collect in a non-contact COVID-secure way at the front door) and essential home delivery for those most vulnerable, so staff will be at work on Thursday. This 'Select and Collect' service creates significant work for library staff but will be useful for those in the community who still want to use it.

### Ceremonies

Due to the Government announcement at the weekend, ceremonies cannot take place between Thursday 5th November and Wednesday 2nd December (inclusive)

Civil Registration offices are permitted to stay open so there is an assumption that notice appointments can continue, but this is not 100% clear yet - we are awaiting the detailed Government guidance to confirm this.

**Our current alert level, weekly data, Outbreak Control Plan and other Covid related information, including a link to our Community Hub, can be accessed on the following website:**

<https://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/covid-19-alert-level-weekly-data-and-outbreak-control-plan/>

### Local Issues.

- **Madgwick Lane speed limit reduction** - currently I haven't received an answer on this speed limit implementation, but I will update you as soon as I hear anything.
- **Hedging on the solar farm** - I sent an update to Linda which I presume she has circulated to you. (NB: Parish Clerk did this)
- **Brightness of new streetlights in Stane Street** - again I sent an update to Linda which I presume she has circulated to you. (NB: Parish Clerk did this)

### Other Updates

- The County Council continues to work hard to understand the long-term financial implications of Covid 19. Currently we are working on our budget for 2021/22 and our MTFs from 2022 to 2025. This is complicated by not yet knowing the level of government funding beyond the end of the current financial year and we are not likely to know this until the provisional Local Government Finance settlement is announced in early December.

259/20  
Cont.

- Our proposed re-set and re-boot plans, our Economy Re-set plan and our proposed savings plans will be reviewed at the next Public Cabinet Meeting on Tuesday 24<sup>th</sup> November.
- We webcast all our public meetings – which includes the Public Cabinet meeting referred to above – and you can find a list of future meetings on our website @ <https://westsussex.moderngov.co.uk/mgCalendarMonthView.aspx?GL=1&bcr=1>
- Household Recycling Sites – just to remind you that our recycling sites are remaining open during this period.
- Lastly, we are also continuing to issue our Town and Parish News, as well as regular press releases (<https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/> ). Please check these sites regularly, particularly both our Coronavirus website and the CDC coronavirus website, and for other regular updates.

Jeremy Hunt – West Sussex County Council Member for Chichester North  
c/o Cabinet Office, County Hall, West Street, Chichester, PO19 1RQ  
E:mail [Jeremy.hunt@westsussex.gov.uk](mailto:Jeremy.hunt@westsussex.gov.uk) Tel: 0330222419536

Cllr Hunt gave a further verbal update:

In regard to the Stane Street Lights – they are now dimming at 8pm and are focussed directly downwards. The Councillors said “ Three Cheers for WSCC Street Lighting Department”

The additional Yellow Lines as part of the Parking Plan – these have been detailed by WSCC and the plan needs to be checked for accuracy. The Parish Clerk to send to the Councillors

The Delivery signs for Rolls Royce are still awaited.

Mrs Jean Hardstaff asked if the Footpath at the bottom of the Solar Farm between Dairy Lane and Coach Road is WSCC Highways? Cllr Hunt said Highways England. There is fly-tipping there and the path is overgrown. The Parish Clerk will report.

Cllr Burborough asked about the re-instatement of the Coach Road public footpath access to Oving via a bridge over A27. All to look for emails in this regard and advise Cllr Hunt.

**CDC Cllr Henry Potter submitted the following report:**

**District Councillors Report.**

The Revenue and Benefits Teams continue administering and distributing the Government Self Isolation payments to those folk who are on low incomes and MUST self isolate. There is also a hardship fund which can give up to £150 to anyone in receipt of Council Tax Benefit and in conjunction with WSCC, the more vulnerable people can receive as much support as possible. Last Tuesday, the Overview and Scrutiny Committee received reports from all Council Departments and the various working groups made up of Members and Officers and it was agreed that there was little more that the District Council could have done. At one time the only homeless people rough sleeping were those who refused help, and plans are in place to increase the number of places for those unfortunate to be homeless and rough sleeping, rather than being in costly B & B accommodation. After Saturdays announcement of a further 4 weeks of Lockdown, there will undoubtedly be renewed pressure on resources but two more Covid Recovery Officers have been appointed working in the Housing Recovery and rough sleepers area. For fuller information on Covid Issues Gary Milne can be reached; [gmilne@chichester.gov.uk](mailto:gmilne@chichester.gov.uk)

The Council have responded to the consultation on the Government White Paper and the proposed changes to the current Planning Process which Boris Johnson feels is in need of radical update. Some of the proposals lead me to believe that there must have been strong lobbying from the Housebuilding Industry. As an example, the payment of CIL contributions by developers is expected to be relaxed with greater opportunities to stage pay them or even more ridiculously defer payment until occupation!! Generally, certain aspects of Infrastructure is required before, or as a development takes place, who is going to fund this until occupations take place and CIL monies appear??? The SDNPA have responded In a similar vein. CIL money has become such an important part of budgeting, any interference in its collection will have a profound effect on all tiers of local Government.

On a local issue, several Councillors are moving a motion to Full Council to have Southern Water attend a meeting of the CDC Overview & Scrutiny Committee. This has resulted from the continued inadequacy of SW to carry out their commitments, not just in Westhampnett but in Loxwood, West Wittering, the continuing problem in the Lavant Valley and elsewhere in the District. Usually, at a O&S meeting it is allowable for other representations from others including PC's to be heard. I shall keep you up to date as this proposal progresses. In the meantime it could be helpful if you could keep a register, if this is possible, of occupancies of the Houses on Madgwick Park.

**And that concludes my Report, Henry Potter  
CDC Member for Goodwood Ward.**

In Cllr Potters absence, Mr Bob Keatley, a resident, asked if there was any further news on the Enforcement regarding Southern Water / Madgwick Park. There is none. See Minute 265/20.

LFL

JH

LFL

ALL

<p>259/20 Cont.</p>	<p><b><u>Mr Andrew Ball (Rolls Royce Motor Cars) had no items to report, and took questions only:</u></b></p> <p>Mr Ball confirmed that they are maintaining 2 shifts, building cars still with recent results down just under one third. Cars are still selling across the world, and there have been no layoffs. He said it has been very quiet in regard to community complaints and his Logistics team have spoken to the suppliers about the lorry movements. He added that RR have offered their assistance again to CDC / WSCC for the Coronavirus volunteers in the area.</p> <p>Mr Andrew Blanchard, a resident, said he had emailed about the queuing cars at 3pm, and Mr Ball said he had alerted the Management Team, he was not sure why the cars would be queuing at the moment.</p> <p>It was also mentioned that the lorries from Bognor get faster and faster as the day goes on. Mr Ball said the Police were more visible at the present.</p> <p>Another resident said there was discontent on the community forum NextDoor about the noise of the traffic at night and at 5am. Mr Blanchard said the cars go very fast down Stane Street and around the corner into Claypit Lane. Mr Ball said he will pick this up at the Team Briefing. Cllr James asked if RR could consider 1 way leaving to the left and Mr Ball replied that legally they could not be stopped from doing that, and then going all the way around the Maudlin roundabout back down Stane Street. He said it would not be a good way of dealing with it.</p> <p>Cllr Moth said some of the Westhampnett residents were also acting selfishly. Mr Ball said the Police have issued some tickets, and he wants to try to improve it for all.</p> <p><b>AB left the meeting at 19:39</b></p> <p>Mr Derek Marlow, a resident, had asked Cllr Hunt some detailed questions about the West Sussex Covid numbers and Cllr Hunt advised he has now sent these questions to the University for reply.</p> <p><b>JH left the meeting at 19:41</b></p>	<p><u>AB</u></p> <p><u>JH</u></p>
<p>260/20</p>	<p><b><u>MEMBERS' REPORTS:</u></b> To receive reports from Members where not covered in agenda below. None</p>	
<p>261/20</p>	<p><b><u>KEEPING THE PARISH LOOKING GOOD – VILLAGE VOLUNTEERS:</u></b></p> <ol style="list-style-type: none"> <li><b><u>Daffodils – update</u></b> – a report was given by Sara Watkins: A smaller number of daffodils will be planted this year than previously envisaged to keep it simple. We have purchased 1000 daffodils bulbs and a metal long handled planter to plant the bulbs. Planting will be on the village green running along the tree-line behind the fence. Highways were consulted about scraping the top layer of turf away, which is possible, but we felt it would likely leave quite a muddy mess behind which might trigger complaints and therefore more admin in an already tricky year. So we will be planting manually with volunteers and will adhere to the social distance guidelines that have been provided to us from Highways. currently have 4 volunteers and will also put a shoutout on Facebook to see if we can get a few more, ideally in 'family bubbles.' The planting will happen in the next 2 weeks before the Christmas trees are put up. Cllr Moth asked about involving Rolls Royce in the planting, if needed Sara will contact Andrew Ball. Cllr Burborough suggested the young people doing Duke of Edinburgh Award which included her daughter. Cllr McLeish thanked Sara for her work on this project.</li> <li><b><u>Christmas Trees – update</u></b> – a report was given by Sara Watkins: Completed so far – lights and baubles purchased, lights tested, teams in place for erecting trees. Next Steps - Mark Mason will be collecting the trees from Shopwhyke Nursery on the morning of November 28<sup>th</sup>, trees put up on same day, and taken down on Saturday 2nd January. Windsor Holden is leading the tree team in Westerton, Mark Mason is leading the tree team in Westhampnett. Windsor is looking into placing the tree by the Westerton bus shelter but this is proving difficult to confirm so we may end up putting the tree in the previous location with permission from Goodwood. Possible issues - putting the trees up requires the team to be in close proximity which may well flout the lockdown rules. We could possibly delay until 5th December. If lockdown is extended then there's a possibility that the trees won't make it up at all. The only way to erect the trees on 28th November would be for the team to be made up of a family or support bubble. Otherwise, the most sensible idea is to delay until 5th December or even 2nd December if people are not working. Discussion on various options took place (Cherry pickers RR? Landscape gardeners? Mr Bob Holmans Henchman tower? Beaver Tool hire support?). Then the Fire Service came to the rescue – thanks to Marvin Smith for arranging. Westerton are to decide location and advise the Parish Clerk as may need a smaller tree or permission from Goodwood. Thanks to Cllr Moth for her research for the tree lights and baubles.</li> <li><b><u>Trees from the Woodland Trust have arrived. Where and when to plant?</u></b> Cllr Burborough and the Parish Clerk had suggested places to plant the trees. As bare root and being looked after there is no immediate rush. To be actioned as soon as possible.</li> </ol>	<p><u>LFL</u></p> <p><u>CMcL</u></p>
<p>262/20</p>	<p><b><u>COVID SUPPORT FROM 5<sup>th</sup> NOVEMBER:</u></b> Volunteers for food and prescriptions required? Newsletter? Cllr McLeish advised that previously the Community Hall mobile had been manned, but other local resources are now set up. Mr Bob Keatley, a resident and volunteer, said he had 3 people he was helping last time, and was continuing with 1. The Parish Clerk said she had 1 person who was ongoing. Cllr Holden said the Covid case levels were plateauing. It was agreed that no further action is needed at present, but if anyone hears of anyone needing help then they should signpost them to the CDC Notices regarding help during COVID which are still present on the Parish Notice Boards or the WSCC Community Hub: <b>West Sussex County Council's Community Hub</b> is still supporting the most vulnerable people with emergency food and other supplies to people who have no other means of accessing assistance. <a href="https://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/community-hub-covid-19/">https://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/community-hub-covid-19/</a> and dedicated telephone helpline available for residents who need it: 033 022 27980</p>	<p><u>ALL</u></p>

263/20	<p><b>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</b></p> <ol style="list-style-type: none"> <li><b><u>2 x Benches on Village Green</u></b> – On To Do List</li> <li><b><u>Move 2 other benches in Play Area</u></b> – On To Do List</li> <li><b><u>Solar Farm Dead Trees</u></b> – Cllr Hunt had contacted the WSCC Cabinet member about this matter. Your Energy Sussex are aware of the situation and replanting is to be done. Please could Councillors advise the Parish Clerk if / when they see this being done.</li> <li><b><u>Madgwick Park pathway</u></b> – Pathway now useable.</li> <li><b><u>Litter Bin installation at Tilemakers and Maudlin</u></b> – On To Do List.</li> <li><b><u>Boundary treatment for Grayle House / Allotments</u></b> – Request for Madgwick Park planting information to be advised to Grayle House, outstanding.</li> <li><b><u>Speed TRO on Madgwick Lane</u></b> – The Parish Clerk to follow up with Cllr Hunt to obtain implementation date.</li> <li><b><u>Additional signage on Cyclepath</u></b> – On To Do List</li> </ol>	<p><u>LFL</u> <u>LFL</u></p> <p><u>LFL</u> <u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p>
264/20	<p><b>PLANNING MATTERS:</b> To receive a report on recent planning applications, and update on WH/20/01600/EIA Proposed development North of Madgwick Lane, Westhampnett</p> <p><b><u>Planning Update since the last Parish Council Meeting on 12<sup>th</sup> October 2020</u></b></p> <p><b><u>New Planning Applications for the period week 42 (14/10/20) to week 45 (04/11/20) inclusive</u></b></p> <p><b><u>WH/20/02600/FUL</u></b> - Case Officer: Calum Thomas Mr Paul Calvesbert Hadley House Claypit Lane Westhampnett PO18 0NU Demolition of existing two-storey detached dwelling house and garage and construction of a two-storey dwelling house, with balcony to the southern elevation and link to garage and indoor pool enclosure. O.S. Grid Ref. 488191/106301 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QI54/TERHCP00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QI54/TERHCP00</a></p> <p><b>PC must comment by 30/11/20</b></p> <p><b><u>WH/20/02500/TPA</u></b> - Case Officer: Henry Whitby Dr &amp; Mrs Ellis Holmwood House Claypit Lane Westhampnett PO18 0NU Fell 2 no Ash trees (T8/131 &amp; T16/139), 1 no. Beech tree (T1/124) and 1 no. Hawthorn tree (T9/132). Remove 1 no. dead stem bifurcating at 2.3m (above ground level) north sector on 1 no. Ash tree (T14/137). Reduce stem section (east sector) leaving finished height of 7m (above woodpecker holes) on 1 no. Pedunculate Oak tree (T21/144). All 6 no. trees within Area, A1 subject to WH/73/01077/TPO. O.S. Grid Ref. 488160/106351 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QHQC6QERH0L00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QHQC6QERH0L00</a></p> <p>Westhampnett Parish Council lodged the following comments: Westhampnett Parish Council wishes to lodge the following supporting comments however there is an Objection to action on one particular tree. These observations were based on inspection from outside the boundaries of the property, as follows:-</p> <p>1 no. Beech tree (T1/124) - See no problem with this tree and therefore no reason to fell. However, there was a dead (Spruce? Yew?) immediately behind. Conclusion: Keep Beech &amp; fell dead tree behind (north).</p> <p>1 no. Ash tree (T8/131) - Agree to proposal to Fell. Request replacement with Beech tree. 1 no. Hawthorn tree (T9/132) - Agree to proposal to Fell.</p> <p>1 no. Ash tree (T14/137) - Agree to proposal to remove 1 no. dead stem bifurcating at 2.3m (above ground level) north sector.</p> <p>1 no. Ash tree (T16/139) - Agree with report proposal to plan for removal if conditions worsen. i.e. at a later date.</p> <p>1 no. Pedunculate Oak tree (T21/144) - Agree to proposal to reduce stem section leaving finished height of 7m (above woodpecker holes), East sector/stem only.</p> <p><b>Decision due by 30/11/2020</b></p> <p><b><u>Update on outstanding Planning Applications</u></b></p> <p><b><u>WH/20/02377/TPA</u></b> - Case Officer: Henry Whitby Mr Richard Avery 10 The Sadlers Westhampnett Chichester West Sussex Crown reduce by approx. 3-4m (all round) to previous pruning points and crown lift by up to 3.5m (above ground level) on 1 no. Horse Chestnut tree (marked on plan as T1, TPO'd as T3) subject to WH/68/01075/TPO. O.S. Grid Ref. 487530/106006</p>	

264/20  
Cont.

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QH0EJ4ER10V00>

**The PC made no comment, decision due by 16/11/2020**

**WH/20/02373/LBC** - Case Officer: Maria Tomlinson  
Mr John Brown

Grayle House Stane Street Westhampnett PO18 0NT  
Formation of opening in internal wall and installation of a pair of glazed and timber framed internal doors at ground floor level.

O.S. Grid Ref. 488048/106155

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QGY3H7ERGF100>

**The PC made no comment, decision due by 15/11/2020**

**WH/20/02371/LBC** - Case Officer: Calum Thomas  
Mr John Brown

The Close Stane Street Westhampnett PO18 0NT  
Installation of replacement window and new pair of glazed external doors to existing front porch.

O.S. Grid Ref. 488046/106163

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QGWGI3ERGE600>

**The PC made no comment, decision due by 19/11/2020**

**WH/20/01903/OBG** - Case Officer: Jane Thatcher  
Ms Julian Jones

Land North Of Madgwick Lane Westhampnett West Sussex  
Deed of variation to the S106 Agreement in relation to applications 15/03524/OUTEIA and 15/03884/OUT - Madgwick Lane for a change in the trigger for the sports provision from the 200th dwelling (as drafted) to the 225th dwelling (as proposed). The relevant part of the S106 Agreement is Schedule 1, section 6, paragraph 6.2.

O.S. Grid Ref. 487255/106469

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QE89M0ER0WT00>

The Parish Council lodged the following comment:

Westhampnett Parish Council wishes to OBJECT to the proposed change to the S106 Agreement, as stated in the application.

The Parish Council sees no reason to delay the sports provision as 200 houses was set in order to provide facilities at a projected number of residents within the 200 houses. Increasing the trigger point to 225 houses is denying all the earlier residents the use of this important facility until a later date than would have been the case.

**Decision now overdue, was be made by 28/10/2020**

**Decisions**

None.

**Update on WH/20/01600/EIA Proposed development North of Madgwick Lane, Westhampnett**

The matter of the CDC Decision not to require an Environmental Impact Assessment (EIA) was referred to the Secretary of State for a screening direction by the representative of the Goodwood Estate. The CDC Decision was upheld by the Secretary of State saying that the proposed development is not 'EIA development' within the meaning of the 2017 Regulations.

Additionally there has been a new planning application in Lavant, which would have an effect on both parishes:

**LV/20/02675/OUT** - Case Officer: Jane Thatcher  
Berkeley Strategic Land Ltd.

Field South Of Raughmere Drive Lavant West Sussex  
Outline Application with all matters reserved (except for access) for the development of 140 dwellings, public open space, landscaping, parking and associated works.

O.S. Grid Ref. 485835/107806

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QIJRNKER0PD00>

Mrs Jean Hardstaff advised that this land is also called the Daffodil Field, and was the subject of a planning application for housing some time ago which was turned down. Now there is a new application by a new developer. CDC have said that, in calling for sites, they have rejected that site on the basis of disturbance from overflying. The Councillors agreed that an assessment of this application should be done with a view to lodging an Objection.

**JHL /  
ALL /  
LFL**

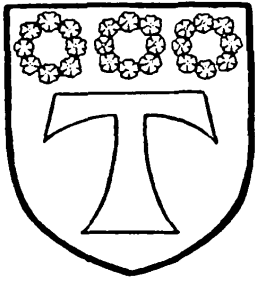
265/20	<p><b>SOUTHERN WATER RE: FOUL SEWERS CAPACITY IN STANE STREET:</b> Update on correspondence with SW</p> <p>The Parish Clerk reported that there was nothing new to add to this ongoing situation with SW.</p> <p>However as no update has been received from CDC Planning Enforcement she would send an email to Shona Archer asking for urgent action to compel BDW Homes to commence tankering and cease the flows into Stane Street. As Cllr Potter, in his report in Minute 259/20, has asked for the number of occupied houses in Madgwick Park to be recorded, the latest known number will be incorporated in the email.</p> <p>Cllr Potter also mentioned that CDC Overview and Scrutiny Committee are to review Southern Water as they are not happy with their provisioning, so now is a good time to contact CDC again.</p>	LFL
266/20	<p><b>WSALC:</b> Discuss possible split from SSALC, Value for Money Project, Review Survey, email dated 29/10/20, and note AGM now on 2nd December 2020</p> <p>This matter was discussed in full, and the following was noted to be conveyed in an email to the Board of WSALC by the Parish Clerk:</p> <ol style="list-style-type: none"> <li>1. They are happy with the way SSALC assists this Parish Council.</li> <li>2. They have found the Trainings attended which have been provided via SSALC to be very helpful, and good value for money.</li> <li>3. They will not be completing the Survey.</li> <li>4. They are extremely disappointed that the AGM is held during daytime working hours as all the Councillors are working and so unable to attend. Under the circumstances of the Agenda items they consider this timing to be unfair, discriminatory, and biased towards people who are available in the daytime.</li> </ol>	LFL
267/20	<p><b>CDALC:</b> Review Changes to CDALC Constitution, email dated 02/11/20.</p> <p>The Councillors considered every proposed change in the document and all agreed to accept the amendments in red. The Parish Clerk to advise CDALC.</p>	LFL
268/20	<p><b>COMMUNITY HALL:</b></p> <ol style="list-style-type: none"> <li>1. <u>Possible Covid Government required Closure of Hall from 5th November</u> - Cllr Holden confirmed that, due to the Covid Lockdown 2, the Hall was closed on 5<sup>th</sup> November, with closed notices on the Doors, and he had updated the Hall website with a <u>re-opening date of 2<sup>nd</sup> December</u>.</li> <li>2. <u>Update on New Cleaning Company</u> - The new Cleaning Company were cleaning the Hall Ok, but the last one was last week, until after the re-opening.</li> <li>3. <u>Update on Bookings / Refunds</u> - Bookings had dipped off once the Lockdown was known to be coming in, with some refunds to be done for the period of closure.</li> <li>4. <u>Update on preparation for the appointment of a Caretaker</u> - Cllr Holden confirmed that the final document for the Advert for the Premises Manager was to be agreed. The Church had kindly agreed to publish it in their December Newsletter. Also to be advertised on PC Facebook. Closing date end of December, with interviews in January.</li> <li>5. <u>Report on Fire Alarm Service &amp; ongoing Maintenance contract quotes</u> – The Parish Clerk is waiting for the Fire Alarm Certificate from Neil at St Georges. 3 quotes have been obtained from CIA, SAFE IS and St Georges for ongoing Fire Alarm / Emergency Lighting Maintenance and Monitoring Service, these to be circulated to the Councillors and Hall Committee for decision on which one to use.</li> <li>6. <u>Report on residue of Build items to be completed by Reilly's</u> – Mrs Jean Hardstaff reported that the Left hand door of the Outside Store needs a larger keep for the bolt, and a suitable padlock is required for the Yellow Overhead Barrier. Reilly's are aware of these outstanding items.</li> <li>7. <u>Update on Hedging on eastern boundary</u> – Cllr Holden advised that Mr Andrew Blanchard, a resident, has offered to run this project. Mr Blanchard said the surface is not good with lumps of concrete etc, and it will be necessary to prepare a good site for planting next Autumn. He will think about how the work can be achieved.</li> <li>8. Any other business – None. Cllr Holden took the opportunity to thank Richard, Martin and Vikki for the work they have done and do for the Hall.</li> </ol>	WH / LFL  LFL  JLH  AB
269/20	<p><b>VISIBLE "ENTRANCE" TO EACH PART OF THE PARISH:</b> Update on progress.</p> <p>Cllr McLeish reported that she had sent maps of the "entrance" positions to all the Councillors, and they are now ready to send on to WSCC Highways to check. Highways must issue licences in order that this task can be carried out. Mr Darren Rolfe, Senior Community Solutions Officer, Communities &amp; Public Protection Directorate at WSCC, has said he would be able to get a team of WS Volunteers to install these for the Parish. The Parish Councillors were thankful for this help. The licences and installation would be at no cost but WPC would have to pay for materials.</p>	CMCL
270/20	<p><b>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA:</b> None.</p>	
271/20	<p><b>PARISH FINANCIAL MATTERS:</b></p> <ol style="list-style-type: none"> <li>1. It was noted that CIL monies at £45,383.76 was received on 30th October 2020. The Councillors agreed it should be moved to the NS&amp;I saving account.</li> <li>2. To <u>approve the accounts to 31<sup>st</sup> October 2020</u>, which had been previously circulated to all Councillors. There being no questions, the approval of the accounts was agreed by all. These were signed by Cllr McLeish.</li> <li>3. The date of 7<sup>th</sup> December 2020 was agreed for the Finance Committee to meet (via Zoom) to assess the <u>coming years budget &amp; precept</u>. It was noted that any new expenditure items / events to be considered for next year should be advised in time for this meeting.</li> </ol>	LFL  CMCL  LFL



272/20	<b><u>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS:</u></b> None.	
273/20	<b><u>DEALING WITH LOCAL ISSUES:</u></b> The Councillors advised that there seems to be an ongoing drugs problem in Dairy Lane. Various issues and details were discussed and it was agreed that the Parish Clerk would report this to the local PCSO team.	<b><u>LFL</u></b>
274/20	<b><u>QUESTIONS BY THE PUBLIC:</u></b> Any resident of the area covered by the Council and present at the meeting may ask questions relating to the business of the Council.  Mr Andrew Blanchard, a resident, mentioned that <u>the fence at the end of FP416</u> , by the RR roundabout, has broken posts and wire. Mrs Jean Hardstaff, a resident, offered to take some photos and send to the Parish Clerk for reporting to Goodwood.	<b><u>LFL</u></b>
275/20	<b><u>DATE OF NEXT FULL PARISH COUNCIL MEETING:</u></b> 14 <sup>th</sup> December 2020 Noted <b><u>DATES OF FULL PARISH COUNCIL MEETINGS IN 2021:</u></b> To be listed on Notice Boards and Website Noted.	<b><u>LFL</u></b>
276/20	<b><u>CLOSE MEETING</u></b> The Chairman closed the meeting at 8.55pm.	

**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: 01243 536859 email: [westhampnettclerk@gmail.com](mailto:westhampnettclerk@gmail.com)  
[www.westhampnettpc.co.uk](http://www.westhampnettpc.co.uk)

## Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 14th December 2020 via Zoom

### Present:

Parish Councillors: Cllr C McLeish (Chairman), Cllr W Holden (Vice-Chairman), Cllr T Ashcroft, Cllr S Burborough, Cllr S James and Cllr C Moth.

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

9 members of the public also attended, including Mr A Ball (RR) intermittently.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
277/20	<b>OPEN THE MEETING &amp; TAKE APOLOGIES FOR ABSENCE:</b> Cllr Holden welcoming all via Zoom. Cllr Holden opened the meeting, advising that Cllr McLeish was delayed and would be joining very soon, meanwhile he would act as Chairman of the Meeting.	
278/20	<b>DISCLOSURE OF INTERESTS:</b> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).	
279/20	<b>CONFIRM MINUTES OF THE LAST FULL PC MEETING</b> held on 9 <sup>th</sup> November 2020: <u>This item was deferred until after Cllr McLeish joined the meeting partway through Minute No 281/20</u> The Minutes for the Parish Council meeting held on 9 <sup>th</sup> November 2020 were accepted. Cllr Holden proposed that they be approved, this was seconded by Cllr Burborough, all were in favour and they were then signed by the Chairman, Cllr McLeish.	<b>CMcL</b>
280/20	<b>MATTERS ARISING:</b> To deal with any matters arising from the Minutes of the last meeting. <u>This item was deferred until after Cllr McLeish joined the meeting partway through Minute No 281/20</u> None.	
281/20	<b>REPORTS FROM EXTERNAL BODIES:</b> including District and County Councillors 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.  <b><u>WSCC Cllr Jeremy Hunt submitted the following report, and took questions only:</u></b>  <b><u>West Sussex COVID Update – as at Wednesday 9<sup>th</sup> December 2020</u></b>  <b><u>Recorded Cases</u></b>  The <b>seven-day</b> incidence rate is the number of cases per 100,000 population and varies in the county. In the period 26 <sup>th</sup> November and 2 <sup>nd</sup> December:  <ul style="list-style-type: none"> <li>• Worthing had the lowest rate at 25.3 per 100,000 population, Mid Sussex the highest rate with 100 per 100,000 population.</li> <li>• The rate for the Chichester district was 45.4 per 100,000</li> <li>• The overall West Sussex seven-day incidence rate over this period was 57.3 per 100,000 population.</li> <li>• All districts in West Sussex have an incidence rate below that of England (148.7 per 100,000) and the South East rate (147.2 per 100,000).</li> </ul>	

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Cont.

### **Age Groups**

Of the people testing positive adults (aged 40 to 49 years) had the highest age-specific incidence rate at 86.5 per 100,000. Adults aged 70-79 years had the lowest rate at 16.5 per 100,000. The overall 60+ years rate for West Sussex is 35.7 per 100,000, compared with 96.7 in the South East, and England 111.5.

### **Covid-19 vaccinations get underway in Sussex this week**

The NHS in Sussex will begin vaccinating patients against Covid-19 this week, starting at the Royal Sussex County Hospital (RSCH) in Brighton. The RSCH will be the first Sussex site to receive the vaccine, with deliveries expected to all Sussex acute hospital sites over the coming weeks. These sites will be known as Hospital Hubs. The programme is overseen by the national NHS England and Department for Health and Social Care vaccination programme. Patients aged 80 and above who are already attending hospital as an outpatient, and those who are being discharged home after a hospital stay, will be among the first to receive the vaccine.

Delivering the Pfizer vaccine is complex as it needs to be stored at -70C before being thawed out and can only be moved four times within that cold chain before being used. This makes it very difficult to deliver in care homes at present. While safe and effective ways to overcome these challenges are being developed, care home staff will be invited to receive the vaccine from the hospital hubs and other sites as they come online.

In addition to hospital hubs at other acute sites across Sussex, we are expecting 11 GP-led local vaccination services, through their Primary Care Networks, to start to come online over the coming weeks, with more to follow in a phased manner. Larger vaccination centres will also be established as further supplies of vaccine come on stream.

Staff from across Sussex will be supporting this historic vaccination effort. Sussex Community NHS Foundation Trust are leading the work to recruit and train more staff - both clinical and non-clinical - so that the NHS in Sussex can deliver this unprecedented immunisation programme without impacting on other vital services.

WSSC is a member of the Sussex Integrated Care System, and is closely involved with NHS partners, including local vaccination planning through the Director of Public Health.

The public are now being asked to do three things to help as the NHS roll out vaccinations:

1. The NHS will contact you when it's your turn, so please be patient until then.
2. Please act on your invite when it comes, and make sure you attend your appointments.
3. Remember Hands, Face, Space. It will save lives and help the NHS.

### **Libraries & Record Office**

Libraries have opened as they were before the second national lockdown and are busy as they go into their first full week, especially during the core hours, due to the time of year, but it does become quieter from 4pm due to the shorter days. The team continue to work in a 'covid-safe' fashion, ensuring the safety of both staff and visitors at all times.

The Record Office continues with business as usual, with nothing specific to report from the team at the moment.

### **Care homes**

The number of older people's care homes with a confirmed case of Covid-19 is 11 (staff and/or resident). Learning disability and mental health services have five services with confirmed cases.

Local data on care homes reports admissions are currently restricted in:

- 17 care homes for older people,
- 0 extra care settings,
- 10 care homes for mental health/learning disability,
- 1 domiciliary care providers, and
- 2 supported living settings.

The Council, working with Public Health and the Clinical Commissioning Group, continues to provide daily support for care services with confirmed outbreaks or identified cases of Covid-19.

The County Council continues to support care providers during the pandemic and is currently developing resources to support them to facilitate visiting by adopting a risk assessed, person-centred approach that takes account of mental and physical wellbeing and the wishes of the person living in the care home. The Council will support care providers to interpret and implement new guidance regarding visiting in care homes published on the 2<sup>nd</sup> December 2020.

A pilot is being run by the Care and Business Support Team and Library Services; digital support for care homes and for families of residents. The focus is to optimise the use of the iPad issued by NHSx within the homes and to support families to keep in touch via the use of technology and the use of various software. There is also the opportunity for those who do not have access to IT to make arrangements to use equipment in libraries in a Covid-19 safe way.

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Latest national guidance on residential care, supported living and home care guidance is available at <https://www.gov.uk/government/collections/coronavirus-covid-19-social-care-guidance>

### **Local support for NHS Test & Trace launches across Sussex**

The [Local Tracing Partnership](#) went live on 26<sup>th</sup> November across East and West Sussex to support the national NHS Test and Trace system. Run from our [Covid-19 Community Hub](#), the service has taken on responsibility for contacting individuals across both counties who have received a positive Covid-19 test result but were unable to be contacted by the national NHS Test and Trace team within 48 hours. Call volumes are currently low. In addition to collating details and entering these back into the National system, the team are also ensuring residents have access to support during their period of isolation.

Contact will be made by the service to affected individuals in one of three ways:

- Text – **Covid TRACE** (you cannot reply to these text messages).
- Phone – **01243 642153** (inbound calls can be made to this number).
- Email - **West Sussex County Council Local Covid Tracing Partnership** (you cannot reply to these messages).

The team will also be on hand to provide advice regarding positive test results, requirements of self-isolation and to offer additional support to people as required. However, if you wish to book a test or want to enquire about testing you should continue to **call the National Testing helpline on 119**

For full details go to: <https://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/local-tracing-partnership-service/>

### **West Sussex Covid Community Hub**

Our **Community Hub** continues to be **open seven days a week, 8am – 8pm** and preparations are underway to cover the festive season, including Christmas Day.

**If your request is urgent, for example you are going to run out of food or medicine in the next three days, please phone 033 022 27980 so that we can make sure you get help as quickly as possible. For more details go to:** <https://www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/community-hub-covid-19/>

As West Sussex is currently in Tier 2 it is not possible for Clinically Extremely Vulnerable individuals to register via the National Shielding Support Service (NSSS) portal to indicate that they may need support from the Community Hub, so we will continue to make contact with individuals who are newly diagnosed or added to this NHS list to ensure that they know that the **Community Hub** remains available.

### **Covid Winter Grant Scheme**

The County Council has agreed how it will allocate the £1,989,591.80 it has received from the Government as part of the Covid Winter Grant Scheme. A large proportion of the funding will be used to feed vulnerable children and families this Christmas.

In total, £675,000 will be spent on continuing Free School Meal (FSM) provision for children over the Christmas and February school holidays. Eligible families will be given a £30 voucher to spend across a variety of supermarkets over the two-week Christmas break, mirroring the national approach used during the Easter and summer holidays. Schools will administer the vouchers to their eligible families and they have been contacted with information on how to do this.

[Further detail is available on our website.](#)

### **Local Issues.**

- **Madgwick Lane speed limit reduction** – I have emailed your Clerk on the current position and I am sure you will have been updated. However, just to confirm, the implementation of this speed limit reduction is the responsibility of Barrett Homes. The Traffic Regulation Order (TRO) was first advertised on 4<sup>th</sup> July 2019, and the new speed has to be implemented within a two-year period, which means that technically they have until 4<sup>th</sup> July 2021 to complete the work. However, having chased them last week, they have confirmed as follows: *We have road space on Madgwick Lane and will implement this ASAP. We don't expect works to progress beyond the end of January 21.*

### **Other Updates**

- The Chancellor delivered his Annual Spending Review on 24<sup>th</sup> November. This sets out the Government's departmental budgets for 2021/22. I'm sure you will all have seen the headlines, but as far as West Sussex is concerned the Review had some positive points, but as usual the devil will be in the detail. We must now wait until the Provisional Local Government Finance Statement, which will be published w/c 14<sup>th</sup> December, to find out more of that detail.
- Just as a reminder, before the Spending Review, we were projecting a total funding gap of around £43m for next year. We had identified proposed savings of around £20m, which means that the projected funding gap – pre the spending review – was around £23m. Following the spending review, based on what we know, the gap before savings is now down to around £36m. Hopefully, once more details are published in the Finance Settlement, that might reduce by possibly another £2m-£3m. We therefore continue to work on our budget for 2021/22 and our MTFs (Medium Term Financial Strategy) from

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LFL**

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2022/23 to 2024/2025. Our predicted funding gap over the next four years remains at just over £100m. The proposed budget and MTFS will be put forward at our Public Cabinet on Friday 22<sup>nd</sup> January 2021 and go for final approval at the full County Council meeting on Friday 12<sup>th</sup> February 2021.

- We webcast all our public meetings – which are still being held virtually – and you can find a list of meetings on our website @ <https://westsussex.moderngov.co.uk/mgCalendarMonthView.aspx?GL=1&bcr=1>
- Lastly, we are also continuing to issue our Town and Parish News, as well as regular press releases (<https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/> ). Please check these sites regularly, particularly both our Coronavirus website and the CDC coronavirus website, and for other regular updates.

Jeremy Hunt – West Sussex County Council Member for Chichester North  
c/o Cabinet Office, County Hall, West Street, Chichester, PO19 1RQ  
E:mail [Jeremy.hunt@westsussex.gov.uk](mailto:Jeremy.hunt@westsussex.gov.uk)

Cllr Hunt gave a further verbal update:

Cllr Hunt explained that in relation to the Road Space Audit the double yellow lines were likely to be delayed until circa May 2021.

Cllr Hunt said that he was pleased to hear confirmation from Cllr Holden that Operation Watershed Westerton work has commenced today.

Cllr Holden asked about the Covid-19 statistics for Chichester as the rate had gone up from 45 per 100,000 to 75 per 100,000 this week. He said there was no Parish data on ONS after July, and he wondered if this was available. Mr Marlow, a resident, having raised several related questions at the last meeting had not received any further information, and said he was now not so interested in having the data.

**Cllr McLeish joined the meeting, and took over being Chairman of the Meeting, thanking Cllr Holden for stepping in.**

**CDC Cllr Henry Potter submitted the following report, and took questions only:**

The review of the Housing and Economic Land Availability Assessment is concluded and the findings have been published for Public Scrutiny. Due to restraints elsewhere within the District, additional housing is being considered for some "Service" Villages which could include Westhampnett. Boxgrove for example is expected to provide 100 new homes during the reviewed Local Plan period to 2035. This is double the number anticipated in the District Local Plan. For those who maybe unaware, there are some large chunks of prime Agricultural Land to the east of Chichester which are included in the HELAA and are classed as "deliverable", but here we are talking about over the forthcoming 50 years! Of course, if circumstances change, a lot of this may never happen.

There are some serious issues regarding Southern Water's ability to manage the increase in wastewater and effluent from these many developments across the District. The WWTW at Easthampnett was enlarged to increase capacity by a further 3,000 homes but this is already swallowed up by the developments scheduled to come forward in the very near future. For example White House Farm to the west of the City, 1,300 homes, Madgwick Park at Westhampnett, 350, Tangmere Strategic Site 1,300. New Fields off the Oving Road 95 initial homes, Old Place Farm, again at Westhampnett 150, and the opportunist proposal for 100 plus homes at Maddoxwood and the Daffodil Fields north of Summersdale. Where we ask, is the sewage from future developments going for treatment?? The District Council have written to Ofwat for some clarification. A copy of this letter has been forwarded to you for your information and other letters have been addressed to both Ofwat and Southern Water by the Chichester and Pagham Harbour Conservancies. The evidence is so damning, the responses will be of considerable interest.

The Southern Gateway regeneration scheme has moved forward with the application to purchase the Sussex Police playing field, alongside the old Boys High School. The demolition of this has been delayed by WSSC due to the Covid 19 restrictions, this of course is another area not owned by CDC and is included in the scheme as housing development land.

The situation with the Law Courts is still unclear, the Ministry of Justice seem to be sitting on their hands for whatever reason. It is certainly going to be a long process for the entire scheme.

Finally, the future of Customer Services is under review and an Initial Proposal Document has been produced. Based on collected data, it shows that since end of July 2019 and July 2020 the number of face-to-face meetings fell from 9,489 to 132. Website use was up from 192,511 to 282,000 during the same period. It is suggested that the staff savings in this area could be better engaged in helping more, particularly our elder population, to become more IT literate. However, I question this because having had a satellite IT Centre here in the Village Hall Car Park for a couple of years it was found to be poorly attended.

There have been two break ins to properties in Halnaker and Strettington last week so I urge you all to be vigilant and keep storage places secure.

And that concludes my Report.

I take this opportunity to wish you all a Happy Christmas and please God, a better New Year.

**Henry Potter, CDC Member for Goodwood Ward**

JH/  
LFL

<p><b>281/20 Cont.</b></p>	<p>Mr Andrew Blanchard, a resident, on behalf of Mr Bob Keatley, a resident, asked what the Enforcement Officers at CDC were doing regarding the lack of tankering from <u>Madgwick Park</u>. Cllr Potter said Shona Archer, the Enforcement Manager in Planning Enforcement, was working on this now. The Parish Clerk asked why the developers were not just being fined immediately? What hoops to CDC have to jump through to do this? Why cannot CDC immediately compel the developers to adhere to the planning conditions? Cllr Potter said CDC cannot just issue a fine, this process has to go through a court.</p> <p>Mr David Thomas, a resident of Old Place Farm, said the developers had <u>dug under his land for a pipe in the wrong place, and without permission</u>, and they get away with it time and again. He remarked that they have no regard for planning or residents; they don't care as long as they are making a profit and they show contempt for residents. Mrs Pam Clingan, a resident, suggested getting some bad publicity about this. The Parish Clerk read out an email from Bradley Slingo, BDW Homes, in which he accepted the problem of the pipe in the wrong place and this would be rectified as soon as possible.</p> <p>Cllr McLeish, on behalf of the entire Parish Council and residents, asked Cllr Potter to get a response within 48 hours from CDC in regard to the whole matter.</p> <p><b><u>Mr Andrew Ball (Rolls Royce Motor Cars) submitted the following report:</u></b></p> <p><b><u>Operations</u></b></p> <p><b><u>No change to advisory from previous meeting reference:</u></b></p> <ul style="list-style-type: none"> <li>• Two-shift working fully operational.</li> <li>• Currently around 30% of office-based staff are onsite daily, working on a rotational basis.</li> <li>• We are utilising our three car parks – within our planning permission – as effectively as possible.</li> <li>• Additional buses – double the previous number - are in operation to and from Bognor Regis to allow for social distancing.</li> <li>• All visitors to the Home of Rolls-Royce are asked to follow our strict Health &amp; Safety rules, in compliance with PHE guidelines.</li> </ul> <p><b><u>Planning applications - advisory</u></b></p> <ul style="list-style-type: none"> <li>• Retention of Temporary Structure (storage building)</li> <li>• Bamboo garden (non-material amendment)</li> </ul> <p><b><u>Action taken as a response to items raised at last WPC meeting</u></b></p> <ul style="list-style-type: none"> <li>• All employees have been reminded through our team briefing process that they must park on site, respect local speed limits and respect local residents by leaving the site quietly and safely. This message has been reinforced through our weekly team brief and local management briefings.</li> <li>• Employees incorrectly parking in Old Arundel Road targeted by Security and redirected to our car parks.</li> <li>• Logistics Team advised re: lorries speeding along Stane Street – suppliers contacted.</li> <li>• Congestion at shift changeover being reviewed and addressed.</li> <li>• Request for WSCC contact re: access sign referred to Nigel Carter.</li> </ul> <p><b><u>Shutdown</u></b></p> <ul style="list-style-type: none"> <li>• 22 December 2020 – 4 January 2021, with a staggered return.</li> </ul> <p><b><u>Other items</u></b></p> <ul style="list-style-type: none"> <li>• Reduction of 60mph speed limit on Madgwick Lane.</li> </ul> <p>Mr Ball would have taken questions, however his internet connection crashed and he was unable to re-join the meeting.</p> <p>There were no questions.</p>	<p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>AB / LFL</u></p>
<p><b>282/20</b></p>	<p><b><u>MEMBERS' REPORTS:</u></b> To receive reports from Members where not covered in agenda below.</p> <p><b><u>Extraordinary Goodwood Aerodrome Consultative Committee meeting, 8<sup>th</sup> December 2020</u></b></p> <p>Cllr Burborough attended this meeting via Zoom, and reported that:</p> <p>The <u>Election of new Chairperson</u>, Barry Smith, took place and he was voted in for GACC meetings for March 2021 onwards.</p> <p>Regarding <u>Aircraft related complaint</u> data, in the period August to November 2020, there had been 4 complaints from Westerton, and some from Lavant and Summersdale.</p> <p>The <u>local housing developments at the Daffodil Field and north of Madgwick Lane</u> were discussed regarding flying. The 2 areas of land are currently clearways and impact areas in case of need, and if built on this would limit flying. Mr Haydn Morris gave a report on the effects on behalf of Goodwood.</p>	

282/20 Cont.	<p>Cllr Burborough advised that the <u>Airfield would be closed from 24th – 27th December</u>. She also advised that there would be some <u>night flying helicopter training</u> over the coming weeks.</p> <p>Mrs Pam Clingan, a resident, said she had complained to Goodwood about the helicopters not keeping to the agreed flight path, and she was in touch with Mark Gibb direct on this matter. She said her complaints did not seem to be included in the report, and Cllr Burborough said she would talk to Goodwood about this at the next meeting in March.</p> <p>Cllr Burborough advised she would be attending the <u>Goodwood Motor Circuit Consultative Committee Meeting</u> on 15th December.</p>	<p><b>SB</b></p> <p><b>SB</b></p>
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283/20	<p><b>PLANNING MATTERS:</b> To receive a report on recent planning applications, and update on WH/20/02824/OUT Proposed development North of Madgwick Lane, Westhampnett.</p> <p><b>Planning Update since the last Parish Council Meeting on 9<sup>th</sup> November 2020</b></p> <p><b>New Planning Applications for the period week 46 (11/11/20) to week 50 (09/12/20) inclusive</b></p> <p><b>LV/20/02675/OUT</b> - Case Officer: Jane Thatcher Berkeley Strategic Land Ltd. Field South Of Raughmere Drive Lavant West Sussex Outline Application with all matters reserved (except for access) for the development of 140 dwellings, public open space, landscaping, parking, and associated works. O.S. Grid Ref. 485835/107806 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QIJRNKER0PD00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QIJRNKER0PD00</a></p> <p>Westhampnett Parish Council <b>Objects</b> to this application and supports the conclusions of the HELAA Assessment, namely that this site is unsuitable for development.</p> <p>If permitted, the development would have a permanent, detrimental effect on the Parish of Lavant effectively combining it with north Chichester.</p> <p>Westhampnett Parish Council considers that it is vital to maintain established community structures and boundaries. The larger the community, the more likely adverse social issues occur. Larger communities feel disconnected whilst smaller ones maintain some social responsibility.</p> <p>The Parish Council further considers that Chichester District Council should not be pressurised into major changes to their emerging Planning Policy, which has been conducted in an appropriate and methodical process, especially at a time when public consultation is difficult, as a result of the limitations necessitated by the Covid pandemic.</p> <table border="1" data-bbox="220 1272 1404 1641"> <thead> <tr> <th>HELAA ID</th> <th>Site Address</th> <th>Proposed Use(s)</th> <th>Stage</th> <th>Category</th> <th>Reason(s)</th> <th>Further comments</th> </tr> </thead> <tbody> <tr> <td>HLV0001</td> <td>Land north of Marchwood</td> <td>Residential</td> <td>1</td> <td>Significant heritage</td> <td>Setting of Scheduled Ancient Monument.</td> <td>Close proximity to Goodwood Aerodrome with Noise Preferred Route Corridor Access constraints</td> </tr> <tr> <td>HLV0007</td> <td>Raughmere Farm</td> <td>Residential</td> <td>2</td> <td>Environmental Health</td> <td>Known noise issues on site. Goodwood Aerodrome Noise Preferred Route Corridor.</td> <td></td> </tr> </tbody> </table> <p><b>WH/20/02716/FUL</b> - Case Officer: William Price Pam Clingan Lanburn Connemaras Swallow Beck Madgwick Lane Westhampnett Erect 1 no self-build dwelling O.S. Grid Ref. 488052/106449 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QINBOCERHQW00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QINBOCERHQW00</a></p> <p><b>The PC is currently assessing this Planning Application</b></p>	HELAA ID	Site Address	Proposed Use(s)	Stage	Category	Reason(s)	Further comments	HLV0001	Land north of Marchwood	Residential	1	Significant heritage	Setting of Scheduled Ancient Monument.	Close proximity to Goodwood Aerodrome with Noise Preferred Route Corridor Access constraints	HLV0007	Raughmere Farm	Residential	2	Environmental Health	Known noise issues on site. Goodwood Aerodrome Noise Preferred Route Corridor.		
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**WH/20/02824/OUT** - Case Officer: Jeremy Bushell  
CEG Land Promotions And The Landowners  
Land Within The Westhampnett / North East Chichester Strategic Development Location (north Of Madgwick Lane) Chichester

Outline Application with all matters reserved except for access for the residential development comprising up to 165 dwellings, including an element of affordable housing; together with an access from Madgwick Lane as well as a relocated agricultural access, also from Madgwick Lane; Green Infrastructure, including the enhancement of the Lavant Valley Linear Greenspace; sustainable drainage systems; and associated infrastructure.

O.S. Grid Ref. 487255/106469

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QJ88KRERI8000>

**The PC is currently assessing this Planning Application, new deadline 04/01/21**

**TG/20/02893/OUT** - Case Officer: Mike Bleakley  
Countryside Properties (UK) Ltd

Land Adjacent To A27 Copse Farm Tangmere Road Tangmere West Sussex

Outline planning application for a residential-led mixed use development comprising up to 1,300 dwellings (Use Class C3), an expanded village centre (comprising flexible units suited to Use Class E and pubs or drinking establishments and/or takeaways in Use Class Sui Generis), community uses, primary school, informal and formal open space, playing pitches, footpaths, cycleways, associated landscaping, utilities and drainage infrastructure, including on-site pumping station(s) with connection to the Strategic Foul network; associated infrastructure and groundworks; with all matters reserved except for the principal access junctions from the A27 grade-separated junction and Tangmere Road and the secondary access at Malcolm Road.

O.S. Grid Ref. 489314/106361

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QJZZT4ERIUA00>

**PC must comment by 16/12/20**

**WH/20/03070/DOM** - Case Officer: Maria Tomlinson  
Mr Nick Pullen

Greytiles Claypit Lane Westhampnett PO18 0NU

Proposed detached garage.

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=QKELGRERJ2700>

**PC must comment by 30/12/20**

#### **Update on outstanding Planning Applications**

**WH/20/01903/OBG** - Case Officer: Jane Thatcher  
Ms Julian Jones

Land North Of Madgwick Lane Westhampnett West Sussex

Deed of variation to the S106 Agreement in relation to applications 15/03524/OUTEIA and 15/03884/OUT - Madgwick Lane for a change in the trigger for the sports provision **and the green route** from the 200th dwelling (as drafted) to the 225th dwelling (as proposed). The relevant part of the S106 Agreement is Schedule 1, section 6, paragraph 6.2 and Schedule 1, section 7, paragraph 7.3 Land North Of Stane Street Westhampnett West Sussex

This application has been revised by the applicant to include the **green route**

Westhampnett Parish Council submitted a second Objection on 8<sup>th</sup> December:

Westhampnett Parish Council wishes to OBJECT to the proposed change to the S106 Agreement, as stated in the application. The Parish Council sees no reason to delay the sports provision and green route as 200 houses was set in order to provide facilities at a projected number of residents within the 200 houses. Increasing the trigger point to 225 houses is denying all the earlier residents the use of this important facility until a later date than would have been the case.

**Decision now overdue.**

#### **Decisions**

**WH/20/02371/LBC** - Case Officer: Calum Thomas  
Mr John Brown

The Close Stane Street Westhampnett PO18 0NT

Installation of replacement window and new pair of glazed external doors to existing front porch.

O.S. Grid Ref. 488046/106163

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QGWGI3ERGE600>



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Cont.

**This was Permitted on 16/11/2020**

**WH/20/02373/LBC** - Case Officer: Maria Tomlinson

Mr John Brown

Grayle House Stane Street Westhampnett PO18 0NT

Formation of opening in internal wall and installation of a pair of glazed and timber framed internal doors at ground floor level.

O.S. Grid Ref. 488048/106155

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QGY3H7ERGF100>

**This was Permitted on 18/11/2020**

**WH/20/02377/TPA** - Case Officer: Henry Whitby

Mr Richard Avery

10 The Sadlers Westhampnett Chichester West Sussex

Crown reduce by approx. 3-4m (all round) to previous pruning points and crown lift by up to 3.5m (above ground level) on 1 no. Horse Chestnut tree (marked on plan as T1, TPO'd as T3) subject to WH/68/01075/TPO.

O.S. Grid Ref. 487530/106006

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QH0EJ4ER10V00>

**This was permitted on 18/11/2020**

**WH/20/02500/TPA** - Case Officer: Henry Whitby

Dr & Mrs Ellis

Holmwood House Claypit Lane Westhampnett PO18 0NU

Fell 2 no Ash trees (T8/131 & T16/139), 1 no. Beech tree (T1/124) and 1 no. Hawthorn tree (T9/132). Remove 1 no. dead stem bifurcating at 2.3m (above ground level) north sector on 1 no. Ash tree (T14/137). Reduce stem section (east sector) leaving finished height of 7m (above woodpecker holes) on 1 no. Pedunculate Oak tree (T21/144). All 6 no. trees within Area, A1 subject to WH/73/01077/TPO.

O.S. Grid Ref. 488160/106351

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QHQC6QERH0L00>

**This was Permitted on 27/11/2020 - Decision** to allow all tree work to be done, including felling T1/124 and replant 1 tree.

**WH/20/02600/FUL** - Case Officer: Calum Thomas

Mr Paul Calvesbert

Hadley House Claypit Lane Westhampnett PO18 0NU

Demolition of existing two-storey detached dwelling house and garage and construction of a two-storey dwelling house, with balcony to the southern elevation and link to garage and indoor pool enclosure.

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=QI54VTERHCP00>

**This was Permitted on 07/12/2020 - Decision includes:**

6) No development shall commence on site, including demolition, until protective fencing has been erected around all trees, shrubs and other natural features not scheduled for removal in accordance with the recommendations of BS5837:2012. Thereafter the protective fencing shall be retained for the duration of the works, unless otherwise agreed in writing by the Local Planning Authority. No unauthorised access or placement of goods, fuels or chemicals, soil or other materials shall take place inside the fenced area; soil levels within the root protection area of the trees/hedgerows to be retained shall not be raised or lowered, and there shall be no burning of materials where it could cause damage to any tree or tree group to be retained on the site or on land adjoining at any time. Reason: To ensure that trees, shrubs, and other natural features to be retained are adequately protected from damage to health and stability.

7) No development shall commence on site, including demolition, until protective fencing has been erected around the culvert in accordance with the details on approved plan 042 A. Thereafter the protective fencing shall be retained for the duration of the works, unless otherwise agreed in writing by the Local Planning Authority. Reason: To ensure that culvert is adequately protected from damage during the course of the development.

It was agreed that, in view of the complexity and timeframe for the current planning applications, a Planning Meeting for all Councillors and Mrs Jean Hardstaff, would be held on Thursday 17<sup>th</sup> December at 7pm via Zoom. The applications to be discussed are:

**WH/20/02716/FUL** - Case Officer: William Price

Pam Clingan

Lanburn Connemaras Swallow Beck Madgwick Lane Westhampnett

<p><b>283/20 Cont.</b></p>	<p><b>WH/20/02824/OUT</b> - Case Officer: Jeremy Bushell CEG Land Promotions And The Landowners Land Within The Westhampnett / North East Chichester Strategic Development Location (north Of Madgwick Lane) Chichester</p> <p><b>TG/20/02893/OUT</b> - Case Officer: Mike Bleakley Countryside Properties (UK) Ltd Land Adjacent To A27 Copse Farm Tangmere Road Tangmere West Sussex</p> <p>The Parish Clerk will send out an Agenda for this.</p> <p>Mrs Sandra Reid, a resident, asked if for WH/20/02824/OUT – CEG Land north of Madgwick Lane a Red Card could be requested. The Parish Clerk will formally ask CDC for this, and Cllr Potter would do so too.</p> <p>Mrs Reid also advised that she had submitted a <u>TPO request to CDC for the Monterey Cypress trees</u> alongside Madgwick Lane in the hope of preserving them and is awaiting the Tree Officers assessment on this request, probably in January.</p> <p>Mrs Pam Clingan, a resident, remarked that the helicopters currently fly over the open field, and that is a good reason not to allow development there. Cllr Potter said both Lavant and Chilgrove have had the problem of helicopters over them, and that Goodwood can control them on the ground, but not in the air. Cllr Hunt added that the Daffodil Field is also an area for overflying, and the helicopters may change their route to fly over Summersdale.</p>	<p><u>LFL</u></p> <p><u>LFL / HP</u></p>
<p><b>284/20</b></p>	<p><b><u>HWRS – REVIEW WRITTEN REPORT BY RESIDENTS ON SMELLS AND NOISE FROM THE SITE AFFECTING THEIR HOME</u></b></p> <p>The Parish Clerk outlined the problem, and introduced John and Wendy Brown, reasonably recent owners of Grayle House. Mr Brown advised that they had experienced the problem since the Spring, it was worse in the Summer when it was very strong, even competing with the camomile smell coming from Madgwick Park. He had outlined full details in his report to the Parish Council and remarked that having reported this issue to the EA, CDC etc the feedback was not great. He said the smell is from the domestic waste within the large building and affects the house and garden. This happens even in cooler times, and in November it was very bad. Sometimes they can also smell the deodoriser that is routinely used at the site.</p> <p>Cllr McLeish asked Cllr Potter and Cllr Hunt if they are aware of any design change or similar that could be causing this? They said they were not.</p> <p>Mr Brown explained that during the first lockdown the smell was appalling, but the waste was outside as the new building had not been completed then. They had hoped that the new building would deal with the problem, but the positioning of the big doors, means that when the prevailing wind blows the smell comes straight over to them. The doors cannot be kept shut during operational hours as the vehicles are going in and out.</p> <p>Mr Paul Madden, WSCC, is aware of the problems and is concerned especially as it can still be a problem on a Sunday when the waste trucks would not be operating. Mr and Mrs Brown have also asked Mr Madden if the early start of noise from 05.45am is acceptable as they find the noise of trucks very disturbing for their sleep.</p> <p>Cllr Potter observed that with a growing local population this could only get worse. As the prevailing wind is SW, there is nothing to stop it. He wondered if some of the smell may be coming from the CDC Depot.</p> <p>Cllr Hunt said Paul Madden has asked if the drain was blocked again, like many months ago, and this will be checked. He said the CDC Depot has a holding tank for the wheel washing water, so would not think it comes from there. He also asked if the planning permission for the earliest truck movements for the CDC Depot was 0600am? This needs to be checked.</p> <p>Cllr Hunt said that Paul Madden has instigated more deodorising and the waste is being removed more quickly so there is less storage and build-up of smells. Cllr Hunt has asked if heavy plastic strip doors would help. He is waiting a reply on that question. Maybe trees could help too, however that would be a long-term benefit.</p> <p>Cllr McLeish said the investigations need to continue to resolve this matter. Cllr Hunt apologised for this problem, and said it was difficult to control but he would persist with this issue.</p> <p>Cllr Burborough suggested that the Parish Clerk should write to Viridor and to CDC to check the Planning permission times for both sites, and it was agreed that this should be done, and also include a request to keep idling vehicles to a minimum.</p> <p>Cllr Potter said he shared the concerns; with warmer summers this would be exacerbated. Unfortunately, it is the sort of issue that can arise when housing and industrial activity is mixed up.</p> <p><b><u>HP and JH left the meeting at 20:18</u></b></p>	<p><u>JH</u></p> <p><u>JH</u></p> <p><u>LFL</u></p>

285/20	<p><b><u>SOUTHERN WATER RE: FOUL SEWERS CAPACITY IN STANE STREET:</u></b> Update on correspondence with CDC and SW</p> <p>Eileen Lintill, Leader of Chichester District Council and Diane Shepherd, Chief Executive Chichester District Council have sent a letter dated 7<sup>th</sup> December to Rachel Fletcher, Chief Executive of OFWAT, detailing the Councils <b><i>serious concerns about the performance of the Statutory Wastewater Undertaking for this District, Southern Water (SW) and resolved that we write to you on behalf of the Council to detail the Council's concerns and request you to intervene.</i></b></p> <p>The Councillors asked the Parish Clerk to send a supporting letter to OFWAT.</p>	<u>LFL</u>
286/20	<p><b><u>REPORT ON PC LEMM AND PCSO OSBORN SUPPORT FOR THE PARISH:</u></b> To include speeding in Stane Street and Madgwick Lane, and other matters.</p> <p>Cllr McLeish confirmed that a meeting had been held on 7<sup>th</sup> December with PC Leem, PCSO Osborn, the Parish Clerk and herself, and this had been very useful. Cllr Burborough had previously raised concerns about the drug use in Dairy Lane, and with some proactive policing the matter had been tackled. PCSO Osborn had also witnessed some speeding motorbikes in Stane Street and penalised them. When Covid-19 restrictions are lifted a face-to-face item in one of the PC meetings is to be held in regard to Speed Watch. PC Lemm thinks a site in Madgwick Lane for speed checks may now be possible. The Parish Clerk will advise them of the PC meeting dates for 2021.</p>	<u>LFL</u>
287/20	<p><b><u>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</u></b></p> <ol style="list-style-type: none"> <li>1. Fly-tipping of a mattress base in Coach Road was reported. Mattress base removed.</li> <li>2. Fly-tipping of rubble on the path between Dairy Lane and Coach Road was reported. Needs checking it has been done.</li> <li>3. Overgrown path between Dairy Lane and Coach Road was reported to Highways Agency who have said it will be cut back. Needs checking it has been done.</li> <li>4. Potentially illegal Tree lopping on Roman Walk reported to Trinity, who are now to seek advice from CDC.</li> </ol>	<u>LFL</u> <u>LFL</u>
288/20	<p><b><u>WSALC:</u></b> The AGM on 2nd December now postponed until a new date in February 2021. To vote, either in person or by proxy, the PC must have already nominated 2 Councillors to represent WPC and notified who they are to WSALC. Need to do this nomination now.</p> <p>Further to the above details Cllr McLeish and Cllr Burborough offered to be Nominated Representatives for WSALC on behalf of the Parish Council. The Councillors requested that when the Parish Clerk advised WSALC of their names, an evening AGM is also requested so that working Councillors can attend.</p>	<u>LFL</u>
289/20	<p><b><u>COMMUNITY HALL:</u></b></p> <ol style="list-style-type: none"> <li>1. <u>Update on Re-Opening of the Hall on 2<sup>nd</sup> December</u> – Cllr Holden advised that the Hall had re-opened with a small number of bookings. No private parties would be allowed until next year. Several classes were low on numbers, so a lower hire rate would be offered for January and February, with the standard rate in December. This would be for new and existing customers.</li> <li>2. <u>Update on Cleaning to be resumed</u> – The Parish Clerk confirmed that cleaning would resume on Thurs 10<sup>th</sup> December, then Thurs 17<sup>th</sup>, Weds 23<sup>rd</sup>, Weds 30<sup>th</sup>, Thurs 7<sup>th</sup> Jan etc. To be checked in January that all being done to a satisfactory standard.</li> <li>3. <u>Update on Bookings / Refunds</u> – Cllr Holden confirmed that one debt on a booking was now paid, and as some of the bookings during the closure were not paid, there were no refunds to be done at present.</li> <li>4. <u>Update on preparation for the appointment of a Caretaker</u> – Cllr Holden confirmed that the advertisement had gone out in the Church newsletter, on Hall website, a mailshot too the Hall subscribers list, PC Facebook etc. So far there had been 1 application and 2 expressions of interest.</li> <li>5. <u>Fire Alarm / Emergency Lighting Maintenance and Monitoring Service contract quotes</u> were circulated to the Councillors and Hall Committee for decision on which one to use. The Parish Clerk explained the 3 quotes, and it was suggested that CIA and AES should be asked to attend the Hall so a pre-installation inspection can be done to ensure the work can be completed in the easiest way, and a quote for the installation to be provided. As CIA would be likely to be the supplier, and there is already a contract for the Fire Extinguishers, it was suggested that a discount might be applied as all the work would be rolled together.</li> <li>6. <u>Report on residue of Build items to be completed by Reilly's</u> – Mrs Jean Hardstaff reported that all outstanding items had finally been actioned, and now received Reilly's Final Account to be checked in detail prior to a Certificate being issued by Chris Manhire and being paid. Mrs Hardstaff was thanked very much for her hard work and help on this project.</li> <li>7. Any other business – None</li> </ol>	<u>LFL</u> <u>JLH/</u> <u>LFL</u>
290/20	<p><b><u>VISIBLE "ENTRANCE" TO EACH PART OF THE PARISH:</u></b> Update on progress.</p> <p>Cllr McLeish advised that the maps with locations, designs etc had been sent to Mike Dare at WSCC Highways who will assess them in the New Year.</p>	<u>CMcL</u>

291/20	<p><b><u>KEEPING THE PARISH LOOKING GOOD – VILLAGE VOLUNTEERS:</u></b></p> <p>Cllr McLeish thanked Mr Derek Marlow, a resident of Roman Walk, who had been out litter picking all over the Parish again. This is very much appreciated. Sarah James, a resident of Madgwick Park, has offered to assist and had been shown all the equipment so she can be self-sufficient in this task. If anyone else would like to be involved with the Volunteers in any capacity please contact a Councillor or the Parish Clerk.</p> <ol style="list-style-type: none"> <li>1. <u>Daffodils</u> – Sara Watkins sent an email report advising that all 1000 daffodil bulbs were planted between 21st - 24th November 2020, with the help of 9 volunteers, including 3 children. Due to the difficult ground on the village green we decided to plant them around the village distributing them between the conservation corridor opposite the bus stop; a strip of private land by the horses' field and a few outside of the community hall. Fortuitously, we were also able to plant a substantial cluster on the village green where a burst pipe had been repaired and replaced with topsoil. The bulbs should flower around March 2021. The planting was communicated to the public on Facebook and received a great response with 22 likes. Cllr McLeish thanked Sara for her work on this project.</li> <li>2. <u>Christmas Trees and Lights</u> – Sara Watkins sent an email report advising that the two trees were erected on 5th December 2020. The Westhampnett tree was erected with the help of some of the Chichester Fire Station crew, huge thanks to them. For the first time, this tree was lit with lights using the new external main sockets so the tree stands out really well from the road and looks great. Thanks to Mark Mason for transporting the trees assisted by Ewan McLeish, Mark for welding a new star for the Westhampnett tree, and coordinating the firemen, and to Claire McLeish for helping decorate the Westhampnett tree in a hailstorm. The Westerton tree was erected in the Goodwood owned land as in previous years. Huge thanks to Windsor Holden, Geoff Hardstaff and David Brixey for erecting and decorating the Westerton tree, in the same hailstorm and strong winds! In addition battery operated lights have been used to decorate the fence along the village green. The trees were communicated to the public on Facebook and received a great response with 15 likes. Cllr McLeish thanked everyone involved in this and remarked how lovely the tree looked by the Community Hall.</li> <li>3. <u>Trees from the Woodland Trust</u> have arrived. Cllr McLeish advised that these are to be planted in places that need additional trees, and some suggestions had been received.</li> </ol>	<b><u>CMcL</u></b>
292/20	<p><b><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA:</u></b> None</p>	
293/20	<p><b><u>PARISH FINANCIAL MATTERS:</u></b></p> <ol style="list-style-type: none"> <li>1. It was noted that <u>NHB 32/20 monies at £18,988.32</u> had been received on 20th November 2020. The Councillors agreed that it should be moved to the NS&amp;I Savings Account. The Parish Clerk to action.</li> <li>2. To approve the <u>accounts to 30th November 2020</u>, which had been previously circulated to all Councillors. There being no questions, the approval of the accounts was proposed by Cllr James, seconded by Cllr Moth, and all voted in favour. The Accounts were signed by Cllr McLeish.</li> <li>3. The Finance Committee had met on 7th December to work through the details of the <u>proposed precept amount and budget for 2021/22</u>. This was then circulated, are to be finalised at the PC meeting on 18<sup>th</sup> January. The Parish Clerk explained the proposed precept and budget and asked for any further ideas to be advised as soon as possible, and to consider if this is satisfactory for approval in January.</li> </ol>	<b><u>LFL</u></b>  <b><u>CMcL</u></b>  <b><u>ALL</u></b>
294/20	<p><b><u>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS:</u></b> None.</p>	
295/20	<p><b><u>DEALING WITH LOCAL ISSUES:</u></b></p> <p>Mr Leon Robinson, a resident, raised the question of how to <u>prevent dog fouling in the village</u>, especially on the public footpaths. Cllr McLeish mentioned that the Parish Council would previously have asked for signage from the CDC Dog Warden, but he had retired and his tasks shared out with no direct replacement. Cllr Burborough offered to design a suitable sign, including the fact that Volunteers maintain the paths, and this offer was gratefully accepted. The signs would have to be laminated to weatherproof them. It was also suggested that a brightly coloured bio-degradable spray could be obtained to spray each offending item to highlight it to people and hopefully reinforce the message not to leave dog poo, but to dispose of it correctly.</p>	<b><u>SB</u></b>  <b><u>LFL</u></b>
296/20	<p><b><u>QUESTIONS BY THE PUBLIC:</u></b> 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> <p>None.</p>	
297/20	<p><b><u>DATE OF NEXT FULL PARISH COUNCIL MEETING:</u></b> 18<sup>th</sup> January 2021</p> <p>Noted.</p>	
298/20	<p><b><u>CLOSE MEETING</u></b></p> <p>The Chairman closed the meeting at 8.56pm.</p>	

Signed.....  
**Chairman of Meeting**

Date.....