

WESTHAMPNETT PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL

HELD ON 1st NOVEMBER 2010

AT THE MARCH C. OF E. SCHOOL, WESTHAMPNETT

PRESENT: Cllr. N. H. Adams (Chairman) Cllrs: B. Holman, Mrs. C. McLeish, G. Knight, M. Porter and Mrs. M. Wood.

IN ATTENDANCE: District Cllr. A. Smith
County Cllr. M. Hall
Mr. A. Rees, Goodwood
Mrs. E. Adams (Parish Clerk)
11 Members of the Public

The Meeting opened at 7.05pm.

49. WELCOME BY CHAIRMAN AND APOLOGIES FOR ABSENCE

The Chairman welcomed those present. Apologies of absence have been received from Cllr. K. Franklin.

The meeting was adjourned.

Mr. Peter Edgington, the new Headteacher, made a presentation in connection with the proposals to alter the interior of the school hall which included installation of a new notice board to display children's work and installation of a fixed data projector. It was pointed out that badminton could still be played in the hall as the projector would be in a cage. The second proposal involves changing the purpose of the 2 changing rooms which are barely used. The Parish Council was asked to support the proposals.

The Members engaged in a discussion about the intention to play badminton in the school hall which they regretted has never materialized. Mr. Peter Edgington confirmed that the school can accommodate this. It was also noted that the hall was not suitable for squash.

The issue of parents parking was raised. Mr. Peter Edgington reported that various reminders had been sent to the parents and that a solution was being sought. The Members were pleased to hear that the school was dealing with the problem.

The Members raised no objections to the above proposals but expressed an interest into having a sight of the plans.

A Member asked if the hearing loop system could be looked into as it does not seem to work. It was also reported that the Chairman's wife would be more than willing to assist the engineer with the repair. Mr. Peter Edgington said he would ask the engineer to investigate the fault while he is installing the projector cables.

The Members thanked Mr. Peter Edgington for his presentation.

The meeting reconvened.

50. DECLARATIONS OF INTEREST

Members and officer were invited to make any declarations of personal or prejudicial interests that they may have in relation to items on the agenda and were reminded to make any declarations at

any stage during the meeting if it then became apparent that this may be required when a particular item or issue was to be considered.

There were none.

51. **TO APPROVE THE MINUTES OF THE MEETING HELD ON MONDAY 12th JULY 2010**
The Minutes were **APPROVED** and signed by the Chairman as correct record.

52. **MATTERS ARISING FROM THE MINUTES**

There were none.

53. **ADJOURNMENT: TO RECEIVE REPORTS:**

Mr. N. Carter, Representative from Rolls Royce

- In the absence of Mr. Carter, there was no report.

PCSO Carly Churchill-Wright

- In the absence of PCSO Churchill-Wright, there was no report.
- The Members expressed disappointment over her non-attendance.

Mr. A. Rees, Goodwood

- Mr. Rees spoke in connection with the recent planning permission for the Motor Circuit and the new noise monitoring kit. It was noted that test days would be held in the last 3 weeks of November.
- In answer to a question about the Bellway application and variation of the S106 agreement, District Cllr. A. Smith agreed to enquire as to the current position.
- A Member reported on the traffic problems experienced with vehicles parked along Westerton Lane on first Sunday of each month. Mr. Rees said that all attendees were being notified to use the on-site parking.
- A Member raised the issue of a steward behaving aggressively towards the locals at Westerton crossroads during the Revival. It was reported that the steward was unaware of the correct diversions and was sending traffic back to the Motor circuit and Madgwick Lane. Mr. Rees thanked the Member for raising this and apologized on behalf of the steward. He also confirmed that all stewards were briefed beforehand.

The Chairman and Members thanked Mr. A. Rees for his report.

District Councillor Andrew Smith

- The spending review has been announced but the exact impact on the council will not be known until mid December. CDC estimates that it will need to save around £1.6 million over the next five years. However, this figure could change. The council has already been trying to plan for future reductions in funding and compiled a plan for the future that prioritises its services. The plan shows the services that CDC must deliver by law; are essential to the district, or to the running of the council; will meet the needs of local communities; and offer other benefits. For example generate income and help to keep council tax low. The future of the services provided by CDC will be discussed at the Annual Parishes Meeting on 17th November where the Parish Council will be represented by Cllr Holman. District Cllr Smith also spoke about the cuts facing the Police.

The Chairman and Members thanked District Cllr. A. Smith for his report.

County Councillor Mike Hall

- County Cllr Hall also spoke of the government cuts and the County Council's fundamental service review.
- It was reported that Westhampnett would meet most of the WSCC criteria for introduction of 30mph speed limit. The Members **AGREED** to send an official request to WSCC.

PLEASE NOTE: A response has been received and forwarded onto the Members via email on 20th December.

- A Member warned that compliance with the 30mph speeding limit must be monitored and it was **AGREED** to put in a request for the use of the Speed Indicator Device along Stane Street to PCSO Jason Lemm and PCSO Carly Churchill-Wright.

PLEASE NOTE: A response from PCSO Jason Lemm has been received and forwarded onto the Members via email on 16th December.

- The Members also asked Cllr Hall about the hedge cutting by the landfill, the Mc Donald's flooding (responsibility of the Highways Agency) and alleged reduction of the street lighting in the area. It was noted that WSCC awarded the street lighting PFI (Private Finance Initiative) contract to SSE Contracting who will be replacing lighting columns, lanterns, illuminated signs, bollards etc.

The Chairman and Members thanked County Cllr. M. Hall for his report.

54. PUBLIC SESSION: ADJOURNMENT TO RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC

There were none.

55. CLERK'S REPORT OF CORRESPONDENCE RECEIVED AND ACTION REQUIRED

The following correspondence was reported to the Meeting. All items were **NOTED** unless otherwise specified.

- 55.1 Sussex Print Ltd – Offer to print the PC newsletter (A5 36pp, 850 copies for £325)
- 55.2 Action in rural Sussex – Invitation to Annual General meeting on Wed 3 November, Agenda and Minutes
- 55.3 WSCC – Consultation on the future of day services and activities in West Sussex 4th Aug – 27th Oct
- 55.4 CDC – Chichester Rural Housing Partnership's publications on affordable housing. Can be downloaded from www.chichester.gov.uk/chichesterruralpartnership
- 55.5 St Peter's Church – Request for Churchyard Annual Grant 2010
- 55.6 NHS West Sussex – Poster and leaflets promoting the My NHS West Sussex Membership scheme
- 55.7 West Sussex Strategic Community Safety Partnership – Safer Place Awards entry form
- 55.8 CDC – Information on new WSCC contract with Southern Electric to maintain all street lighting in the County, requesting details of any attachments
- 55.9 ROSPA – Play area safety inspection report (copies posted to the chairman)
- 55.10 Sussex Associations of Local Councils – Annual report and Accounts, Clerks training info
- 55.11 Sussex & Surrey Associations of Local Councils – Details of proposed subscriptions from 1 April 2011
- 55.12 CDC – Annual Parishes Meeting on 17 November (Cllr Holman attending)
- 55.13 Mazars – External audit report
- 55.14 Action in rural Sussex – July newsletter
- 55.15 Glasdon – Brochure featuring products for local councils (street furniture)

56. PLANNING - APPLICATIONS AND DECISIONS

PLANNING APPLICATIONS

Planning Applications			
Application No.	Applicant/Address	Description	Comment

10/04366/FUL	March C Of E Primary School Claypit Lane Westhampnett Chichester PO18 0NU	New canopy to courtyard.	No objection
10/03975/LBC	34 Madgwick Lane Westhampnett Chichester West Sussex PO18 0NR	Rear and single storey extensions, detached oak framed garage and new entrance vehicular access.	No objection
10/03724/DOM	34 Madgwick Lane Westhampnett Chichester West Sussex PO18 0NR	Rear and side single storey extensions, detached oak framed garage and new entrance vehicular access.	No objection
10/01735/FUL	Farrington Stane Street Westhampnett West Sussex	Proposed 10 no. two bedroom flats within two buildings with associated access and parking.	Objection submitted

PLANNING DECISIONS

Planning Decisions			
Application No.	Applicant/Address	Description	Comment
10/02884/LBC	34 Madgwick Lane Westhampnett Chichester PO18 0NR	Rear single and two storey extension.	Application Withdrawn
10/02880/DOM	34 Madgwick Lane Westhampnett Chichester PO18 0NR	Rear single and two storey extension and detached oak framed garage building, and new entrance drive.	Application Withdrawn
10/02837/FUL	The Goodwood Hotel Goodwood Chichester PO18 0QB	Installation of one number external air conditioner condenser.	Permit
10/02792/LBC	The Goodwood Hotel Goodwood Chichester PO18 0QB	Minor alterations and general refurbishment of 17 no. existing bedrooms and ensuite bathrooms. Installation of one number external air conditioning unit.	Permit
10/02316/FUL	Dovecote View Claypit Lane Westhampnett Chichester PO18 0NU	Proposed two storey north addition and part roof conversion.	Permit
10/02867/ELD	10 Kiln Walk Westhampnett Chichester PO18 0SG	Conservatory.	Refuse
10/03934/FUL	Land East Of Ash Keys Stane Street Westhampnett Chichester PO18 0PA	Erection of detached house and car barn / parking.	Permit
10/03865/TPA	Dovecote View Claypit Lane Westhampnett Chichester PO18 0NU	Fell 2 no. Ash trees (marked T2 and T3 on sketch plan) within Area, A1 subject to WH/73/01077/TPO.	Permit
10/03429/DOM	Langley House Stane Street Westhampnett Chichester PO18 0NT	Replacement garage with utility room and glazed link to rear.	Permit

10/03093/NMA	Westhampnett Gravel Pit Stane Street Westhampnett	Non-material amendments to WH/07/02738/REM. Revision of rear elevation to show double door access to living/dining room and single window to utility. Amendment to garage door access from two no. single garage doors to one double garage door, to plot 37 (B14 House Type).	Permit
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57. **LAVANT VALLEY PARTNERSHIP**

Cllr Holman apologized for not being able to attend the last meeting of the Lavant Valley Partnership.

58. **GOODWOOD AIRFIELD CONSULTATIVE COMMITTEE AND GOODWOOD MOTOR CIRCUIT CONSULTATIVE COMMITTEE**

Goodwood Airfield – It was reported that most of the complaints come from one person who lives in Lavant. The number of movements was well down compared to the 80s. Those present were encouraged to phone their complaints in so the matters can be addressed. Some discussion about the correct take off and landing paths followed. It was noted that nuisance was caused during take off only.

Goodwood Motor Circuit – The next meeting is due to take place at the end of the month.

59. **PARISH NEWSLETTER**

Cllr. Mrs. C. McLeish regretted that the last edition had not been published. The deadline for submission of contributions was set to 19th November. A suggestion was made to obtain email addresses from the residents and send the newsletter electronically. It was noted that the newsletter is usually available on the Parish Council's website.

County Cllr. M. Hall offered his apologies and left the meeting.

60. **PLAY AREA**

It was reported that most of the equipment is in a need of repair but it was pointed out that with the plans for a play area next to the community hall, repairing the current equipment it could be seen as a waste of money. It was noted that there is a small play area within the Bellway development. It was suggested to approach Goodwood regarding closure of the Westerton play area so that money can be spent on establishing a play area by the future community hall which can also be used by the school. It was **AGREED** to include this on the agenda for a decision at the next meeting.

61. **UPDATE ON THE COMMUNITY HALL PROJECT**

It was reported that the Parish Council was still waiting for the land to be released. However, the Chairman and Cllr Porter, who were chosen to deal with this matter on behalf of the Parish Council, were meeting with the planners and the architect regarding the plans tomorrow.

62. **THE PARISH COUNCIL'S NOTICEBOARDS**

It was reported that the posts have been purchased but the weather had not been suitable for the installation to proceed. However it is intended to install the notice boards before Christmas.

63. **TO NOTE THE EXTERNAL AUDITOR'S REPORT**

The Members were in receipt of the external auditor's report, previously circulated. It was noted that the audit for 2009/2010 had now been completed and a copy of the Annual Return displayed on the Parish Council notice boards and on the website as required under the Accounts and Audit Regulations. The Clerk advised the Council that the external auditor had requested a copy of the minute confirming that the Annual Review of the Risk Assessments had been carried out and a copy of the Internal Audit Report. The Members **NOTED** the External Auditor's report.

64. ACCOUNTS FOR PAYMENT AND FINANCIAL STATEMENT (PREVIOUSLY CIRCULATED)

The Council **RESOLVED** 'to approve the payments made since the last meeting and to note the balances and the financial statement as at 4th October 2010'. It was **RESOLVED** that any payments, not authorised under other legislation, would be authorised by a S.137 resolution.

100434 – West Sussex County Council (July salary & on-costs)	£265.90
100435 – R. M. Huntingford	£100.00
100436 – D. Covers & Son Ltd (posts for the notice boards)	£219.96
100437 - West Sussex County Council (Aug salary & on-costs)	£235.61
100438 – Playsafety Ltd (play area inspection)	£74.03
100439 – Goodwood (Westerton play area rent)	£117.50
100440 – R. M. Huntingford	£40.00
100441 – R. M. Huntingford	£210.00
100442 – Mazars (external audit fee)	£158.62
100443 - West Sussex County Council (Sep salary & on-costs)	£263.26
100444 – Mrs E Adams (reimbursement of expenses)	£15.72
100445 – St Peter’s church (Min 65 refers)	£700.00

65. TO CONSIDER REQUEST FOR CHURCHYARD ANNUAL GRANT FROM ST. PETER’S PCC

It was **RESOLVED** to make a grant of £700 to the St. Peter’s Church, Westhampnett. (Power to contribute to expenses of maintaining cemeteries: LGA 1972, s. 214 (6)).

66. ITEMS NOT ON THE AGENDA WHICH, IN THE OPINION OF THE CHAIRMAN OF THE MEETING, SHOULD BE CONSIDERED AS A MATTER OF URGENCY

The chairman reported that he was unable to attend the upcoming Viridor meeting and Cllr Holman volunteered to represent the Parish Council at the meeting.

A Member raised the issue of the lack of parking spaces on the Bellway estate which has resulted in residents parking along Stane Street and causing traffic jams. It was reported that a letter raising this issue had been sent to WSCC in August but no reply has been received yet. The Clerk would contact County Cllr Hall to chase a reply.

PLEASE NOTE: A response has been received and forwarded onto the Members via email on 20th December.

It was reported that two large advertising boards had been put up by Bellway Homes. It was believed that no planning consent was in place. The Clerk will report this to Planning Enforcement.

Following a report on the overgrowth and the cows’ deposits along the footpath from Westerton to Westhampnett, the Members engaged in a detailed discussion. It was regretted that the matter was not raised while Mr. Rees was present as he could have answered the concerns.

The issue of dog mess around the Parish was also discussed and those present were reminded of the CDC’s negative response to the Parish Council’s request for installation of dog bins. The only option would be to fund the provision and emptying of the dog bins from the Parish Council’s funds but the impact on the precept would be substantial. A piece in the newsletter has been published but has had no effect.

67. DATE OF NEXT MEETING

The next Meeting of the Parish Council will be held on Monday 10th January 2011 at **7.00pm**.

The meeting closed at 8.55pm.

CHAIRMAN