

**DRAFT**

**WESTHAMPNETT PARISH COUNCIL**

**MINUTES OF THE MEETING OF THE PARISH COUNCIL**

**HELD ON 12<sup>th</sup> JULY 2010**

**AT THE MARCH C. OF E. SCHOOL, WESTHAMPNETT**

**PRESENT:** Cllr. N. H. Adams (Chairman) Cllrs: B. Holman, K. Franklin, Mrs. C. McLeish, G. Knight (during Min.31) and Mrs. M. Wood.

**IN ATTENDANCE:** District Cllr. A. Smith  
PCSO Carly Churchill-Wright (until Min. 32)  
Mr. N. Carter, Rolls Royce  
Mr. A. Rees, Goodwood  
E. Benackova (Parish Clerk)  
10 Members of the Public

*The Meeting opened at 6.45pm.*

**28. WELCOME BY CHAIRMAN AND APOLOGIES FOR ABSENCE**

The Chairman welcomed those present. Apologies of absence have been received from County Cllr. M. Hall and Cllr. M. Porter.

**29. 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.

**30. TO APPROVE THE MINUTES OF THE ANNUAL MEETING HELD ON MONDAY 10<sup>th</sup> MAY 2010**

The Minutes were **APPROVED** and signed by the Chairman as correct record.

**31. MATTERS ARISING FROM THE MINUTES**

It was reported that District Cllr. A. Smith had spoken to the CDC Car Parks Manager regarding the school parking issue. However it was unknown when the matter would be dealt with due to the massive workload. Mr. Christopher Todd, the Headteacher was unavailable to attend this meeting but emailed the following comments:

*Parking outside the school is an ongoing problem and this year we have tried a number of measures to alleviate the situation. We have been working with the West Sussex County Council travel advisor to raise awareness amongst parents of the importance of considerate parking. This has included the use of PCSO personnel to enforce the parking restrictions outside the school together with numerous appeals to parents via the school newsletter. It is worth noting that the day in question (Tuesday 29<sup>th</sup> June) was the occasion of the annual school Sports Day and thus an exceptional event. We shall continue to include appeals for considerate parking in the school newsletter and hope that the situation improves.*

*Cllr. G. Knight offered his apologies and joined the meeting at 6.50pm.*

Further discussion on the issue followed. A Member gave details of how the school run was organised in the USA.

32. **ADJOURNMENT: TO RECEIVE REPORTS:**

**Mr. N. Carter, Representative from Rolls Royce**

- 12 Phantoms a day were being produced and shipped around the world. The markets in Asia are strong;
- Festival Of Speed was not a big as it had been anticipated;
- It was noted that a lorry entering Rolls Royce via Maudlin on 21st June had been reported to RR the same day;
- There has been a great take up of the cycle to work scheme;
- The production rates are due to increase in autumn;
- It was pointed out that when the RR planning application was being considered by CDC, it was emphasized that the operations must not encroach on the quality of people's lives. A Member spoke of the unbearable noise of speeding vehicles/motorbikes at 5.15am. Mr Carter said he could tackle the speeding but not the timings because that is how the factory operates the shift pattern. It was regretted that there were still issues around RR despite the company's efforts;
- It was also pointed out that the 40 mph speeding sign needed adjusting as it was coming on at 37mph which was counterproductive. A Member reported that County Cllr M. Hall was pursuing introduction of 30mph limit in the village on behalf of the Parish Council;
- A Member was under the impression that there were more lorries coming into the factory.

The Chairman and Members thanked Mr. Carter for his report.

**PCSO Carly Churchill-Wright**

- There was nothing significant to report apart from the increase in suspicious vehicles in rural areas. Those present were encouraged to report anything out of the ordinary and provide details such as location, registration number and colour.
- In answer to a question about the frequency of her visits in the village, it was noted that PCSO Carly Churchill-Wright visits once or twice a day when she is on duty.
- The matter of the RR staff speeding in and out of the factory was raised. PCSO Carly Churchill-Wright said she would get the site risk assessed for the use of a speed indicator device which monitors the speed at which people are travelling. She would also pass the information onto the traffic officers.

The Chairman and Members thanked PCSO Churchill-Wright for her report. PCSO Churchill-Wright offered her apologies and left the meeting.

**District Councillor Andrew Smith**

- District Cllr. A. Smith had spoken to the Car Parks Manager as reported earlier in the meeting. He was also of the opinion that some Police presence should help to resolve the issue as the speeding occurs at specific times.
- With regard to the LDF, the Environment Agency has finally accepted that there is a capacity problem at Apuldram and any decision on the A27 will go straight to the Transport Minister. The Government announced the revocation of the South East Plan, so this no longer applies to the district. CDC will now determine the number houses to be built in the district. In answer to a question, District Cllr. A. Smith reported that the Council has not met since the Government's announcement so CDC has yet to consider how many houses will be built. It was further reported that the LDF has cost the Council £1.5mil and has been a complete failure.
- It was noted that Goodwood had apologized for underestimating the number of people coming to the Breakfast Club and bringing the local roads to a standstill. It was further reported that recently there has been a lot of traffic chaos and noise created by Goodwood events and some discussion followed. It was pointed that it was in Goodwood's interest to resolve the traffic management issues as the planning permission for extra events has only been granted for a year and the Development Control Committee might not extend it. A Member felt that the applications to CDC should include the fact that the local residents have been notified of the event in advance. It would also appear to be much easier to put

road closures in place than before and there seems to be no estimating of the number of visitors. The Council carried on debating the traffic management issues at Goodwood events in some detail.

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

**Mr. A. Rees, Goodwood**

- Spoke of the Community Hall site which should be cleared of the restriction as soon as CDC permits the Bellway planning application which is going in shortly.
- The Vintage will be held north off the sculpture park on 13-14-15 August and the estimated number of attendees is only about 30,000 compared to 176,000 at the Festival of Speed. It was noted that Goodwood's licence requires them to notify the Parishes. A question about the traffic management was raised but Mr. Rees regretted he was unable to answer as he was not involved in the planning of events. It was thought that about 5-10,000 cars could be expected but it was difficult to forecast the numbers. There is usually a surge in the ticket sales in the last 10 days before the event.
- A retrospective planning application will be submitted for some engineering works within the Estate.

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

**County Councillor Mike Hall**

- In the absence of County Cllr. M. Hall, the chairman read out Cllr. Hall's report.

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

There were none.

**34. CLERK'S REPORT OF CORRESPONDENCE RECEIVED AND ACTION REQUIRED**

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

- 34.1** Chichester Community Transport – Thank you letter for the PC contribution
- 34.2** Arun & Chichester Citizens Advice Bureau – Thank you letter for the PC contribution.
- 34.3** NHS West Sussex – Guide to Local Health Services in West Sussex
- 34.4** Chichester District Council – Initiatives magazine
- 34.5** Chichester District Council – Leader or Directly elected Mayor – the choice for CDC. Chichester District Council is asking for residents' views on how it should be run in the future. Views can be submitted by emailing to [leadership@chichester.gov.uk](mailto:leadership@chichester.gov.uk) or writing to Community Partnerships, Freepost, Chichester, West Sussex, PO19 1YQ. Deadline 6th August.
- 34.6** Chichester District Council – Consultation on new grants and concessions policy. Deadline 21<sup>st</sup> June.
- 34.7** NHS – Public consultation on mental health services in West Sussex
- 34.8** Newsletter of the West Sussex Public Partnership Forum – May 2010
- 34.9** Chichester District Council – Waste / recycling lorries – letter in response to the PC complaint about lorries driving through Maudlin.
- 34.10** Samaritans – Invitation to an evening reception on 10<sup>th</sup> September
- 34.11** ICIS: information for life – Leaflets
- 34.12** Chichester District Council – Initiatives Magazine
- 34.13** West Sussex County Council – West Sussex Connections magazine
- 34.14** Goodwood – Details of low flying aircraft during the Festival of Speed (emailed to Councillors)
- 34.15** Chichester District Council – Parish Council Elections on 5<sup>th</sup> May 2011 – Reminder to include the cost of election expenses for the financial year 2011/12 in the precept calculations.
- 34.16** Chichester District Council – Community Buildings / Facilities Audit – annual update. An update has been sent.

**35. PLANNING - APPLICATIONS AND DECISIONS**

**PLANNING APPLICATIONS**

<b>Planning Applications</b>			
<b>Application No.</b>	<b>Applicant/Address</b>	<b>Description</b>	<b>Comment</b>
10/02884/LBC	34 Madgwick Lane Westhampnett Chichester West Sussex PO18 0NR	Rear single and two storey extension.	No objection
10/02880/DOM	34 Madgwick Lane Westhampnett Chichester West Sussex PO18 0NR	Rear single and two storey extension and detached oak framed garage building, and new entrance drive.	No objection
10/02837/FUL	The Goodwood Hotel Goodwood Chichester West Sussex PO18 0QB	Installation of one number external air conditioner condenser.	No objection
10/02792/LBC	The Goodwood Hotel Goodwood Chichester West Sussex PO18 0QB	Minor alterations and general refurbishment of 17 no. existing bedrooms and ensuite bathrooms. Installation of one number external air conditioning unit.	No objection
10/02316/FUL	Dovecote View Claypit Lane Westhampnett Chichester West Sussex PO18 0NU	Proposed two storey north addition and part roof conversion.	Objection  Concern expressed about the overuse of the building originally designed as a house not a care home, no access for emergency services, loss of parking

**PLANNING DECISIONS**

<b>Planning Decisions - Chichester District Council</b>			
<b>Application No.</b>	<b>Applicant/Address</b>	<b>Description</b>	<b>Comment</b>
10/01042/ELD	Sidegreen Game And Poultry Farm Sidengreen Lane Maudlin Westhampnett Chichester PO18 0QR	The use of land for the stationing of a caravan/mobile home and associated curtilage.	Permit
10/00235/FUL	Goodwood Motor Circuit Claypit Lane Westhampnett Chichester PO18 0PH	Replacement terms of operation with respect to use of land at Goodwood Motor Circuit.	Permit
10/00234/FUL	Goodwood Motor Circuit Claypit Lane Westhampnett Chichester PO18 0PH	Use of circuit for 10 Sundays per annum, subject to a maximum 5 minute LAeq of 70dB for a temporary period of 5 years.	Permit
10/00233/FUL	Goodwood Motor Circuit Claypit Lane Westhampnett Chichester PO18 0PH	Temporary use of circuit for high speed driving on two additional days per annum, subject to a maximum 30 minute LAeq of 100dB.	Withdrawn

10/02421/NMA	Bellway Former Gravel Pit Stane Street Westhampnett	Non - material amendment to WH/07/02738/REM. The inclusion of 1 extra parking space to the side of the garage for plot 62. Amending 2 no. single garage doors to 1 no. large double garage door to plot 37. The resident in this plot is disabled and requires this for access.	Refuse
<b>Planning Decisions - West Sussex County Council</b>			
Application No.	Applicant/Address	Description	Comment
WSCC/002/10/W H	Dudmans Aggregates Limited, Valdoe Quarry, New Road, Westhampnett	Variation of conditions of planning permission WH/12/84 and LV/20/84 to extend the extraction and processing of sand and gravel until 31/12/2015	Granted
WSCC/019/10/W H	Dudmans Aggregates Limited, Valdoe Quarry, New Road, Westhampnett	Variation of conditions of planning permission APP/P3800/C/01/1056992 to extend the production of ready mixed concrete until 31/12/2015	Granted
WSCC/018/10/W H	Dudmans Aggregates Limited, Valdoe Quarry, New Road, Westhampnett	Variation of conditions of planning permission WHLV/00/289 to extend the Importation of inert materials to acheive satisfactory restoration on site and to produce secondary aggregates for re-sale from the site, until 31/12/2015	Granted

36. **LAVANT VALLEY PARTNERSHIP**

There has been no meeting so there was nothing to report.

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

**Goodwood Airfield** – The next meeting is scheduled for Wednesday so there was no report. It was reported that the planes seem to be following the same path on taking off as well as landing. The chairman encouraged everyone to phone the complaint in so it gets logged and dealt with. It was reported that planes should turn left towards Rolls Royce on takeoff but there were no restrictions on landing. It was also understood that if the pilots violate the procedures, a letter gets sent advising them that they might not be able to use the airfield. The chairman will raise the issue at the meeting on Wednesday. Furthermore, the helicopters have also been flying over the village.

**Goodwood Motor Circuit** – Cllr. G. Knight apologized for not being able to attend the last meeting so there was no report.

38. **PARISH NEWSLETTER**

Cllr. Mrs. C. McLeish regretted that the newsletter was out of date when it was delivered as it stayed at Rolls Royce for three weeks. The deadline for submission of contributions was set to Tuesday 31<sup>st</sup> August.

39. **PLAY AREA**

It was reported that some of the equipment was not in a good condition. It was **AGREED** that the chairman and Cllr. Mrs. C. McLeish would walk around the play area to establish what needed doing.

40. **UPDATE ON THE COMMUNITY HALL PROJECT (CLLR. M. PORTER)**

The matter has already been discussed earlier in the meeting.

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

It was reported that once posts have been purchased from Covers, the boards would be installed.

42. **ANNUAL REVIEW OF THE RISK ASSESSMENTS**

The Clerk referred to the reviewed risk assessments which had been sent to the Councillors prior to the meeting. The Members considered the document as being up to date and it was **AGREED** to approve the risk assessments and revise them again in July 2010. It was also noted that a section on the new notice boards will be added once installed.

43. **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 2<sup>nd</sup> July 2010'. It was **RESOLVED** that any payments, not authorised under other legislation, would be authorised by a S.137 resolution.

100424 – West Sussex County Council (April salary & on-costs)	£255.57
100425 – Bognor Regis Town Council (photocopying)	£22.94
100426 - West Sussex County Council (payroll fee)	£37.65
100427 - West Sussex County Council (May salary & on-costs)	£255.57
100428 – R. M. Huntingford	£150.00
100429 - West Sussex County Council (June salary & on-costs)	£283.22
100430 – E. Benackova (reimbursement of expenses)	£19.68
100431 – R. M. Huntingford	£170.00
100432 – CDALC (Min. 45 refers)	£10.00
100433 – Mrs P Adams (Min. 47 refers)	£179.73

44. **TO CONSIDER ADDING ONE SALARY POINT TO THE CLERK'S SALARY FOR SUCCESSFULLY COMPLETING THE CERTIFICATE IN COMMUNITY ENGAGEMENT AND GOVERNANCE (IN ACCORDANCE WITH THE CONTRACT OF EMPLOYMENT)**

It was **RESOLVED** to add another salary point to the Clerk's salary and advise WSCC Payroll accordingly.

45. **TO CONSIDER A REQUEST FOR A CONTRIBUTION OF £10 TOWARDS THE CHICHESTER DISTRICT ASSOCIATION OF LOCAL COUNCILS – CHICHESTER SUB DISTRICT, REQUEST CIRCULATED**

It was **RESOLVED** to approve the contribution of £10.

46. **TO SELECT A REPRESENTATIVE TO ATTEND THE MEETINGS OF THE CHICHESTER DISTRICT ASSOCIATION OF LOCAL COUNCILS – CHICHESTER SUB DISTRICT**

It was **AGREED** to appoint Cllr. B. Holman.

47. **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 and the Members congratulated the Clerk on her upcoming wedding and wished her all the best. The Parish Councillors have organised some refreshments and a wedding present to celebrate this occasion. It was **RESOLVED** to fund the expenditure from the chairman's allowance.

48. **DATE OF NEXT MEETING**

The next Meeting of the Parish Council will be held on Monday 1<sup>st</sup> November 2010 at **7.00pm**.

*The meeting closed at 7.45pm.*

**CHAIRMAN**