

WESTHAMPNETT PARISH COUNCIL

c/o Primrose Cottage, June Lane, Midhurst, GU29 9EL
07856 812664 / westhampnettclerk@gmail.com

Minutes of the Westhampnett Parish Council Meeting held at 7pm on
Monday 20th March 2017
at the March C of E School, Westhampnett

Present: Cllr W Harding (Chairman), Cllr Mrs J Hardstaff (Vice-Chair), Cllr Mrs S Burborough,
Cllr S James, Cllr Mrs C McLeish,

The meeting was clerked by locum Clerk, Mrs Lisa O'Sullivan

9 members of the public also attended.

18/17 **CHAIRMAN'S ANNOUNCEMENTS**

The Chairman welcomed those present to the meeting.

19/17 **APOLOGIES FOR ABSENCE**

Cllr Fabricus and Cllr Mrs Moth

20/17 **DECLARATIONS OF INTEREST**

Cllr Mrs Burborough declared an interest in items 27(d) as member of the Grange Management Committee.

21/17 **MINUTES OF THE LAST MEETING**

The minutes of the last meeting held 10th January 2017 were approved by the Council as a true record and signed by the Chairman.

22/17 **MATTERS ARISING FROM THE MINUTES**

The Chairman noted that although the shooting of a missile had been mentioned at the last meeting, the suggestion that it was a BB gun had not been mentioned.

23/17 **PUBLIC SESSION**

The Chairman stated that he was not going to adjourn the meeting.

There were no questions from the public.

24/17 **GENERAL POWER OF COMPETENCE**

Locum Clerk, Lisa O'Sullivan, gave Council an overview of what adopting the GPC would entail.

RESOLVED: "That Westhampnett Parish Council wishes to adopt the General Power of Competence and confirms that it meets the two eligibility criteria for adoption of the Power of General Competence as set out in a statutory instrument known as the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, namely that at least 2/3 Members of Council have been elected to office (not co-opted) and that the Council employs a 'qualified Clerk'.

25/17 **PLANNING**

The presentation at the Annual Parish Meeting on 13th March of the proposed development for Westhampnett House was briefly discussed. Council will reserve its opinion until a formal planning application is received.

WSCC/057/16/WH – Solar Farm on former Westhampnett Landfill site. Cllr Mrs Hardstaff reported this had been approved on 10th January 2016 but had now been called in by the Ombudsman.

A member of the public stated that the application was still waiting to be handed over to the Ombudsman and was in a queue awaiting allocation. In theory, this means that the Council can continue, the project is not actually on hold.

Council noted the planning applications list as previously circulated and appended to the minute book.

A member of public noted that the 2015 application for alternations and new dementia centre at Dovecote View was shown on WPC website as being approved when in fact it was only approved once the plan for the dementia centre had been withdrawn. The Locum Clerk agreed to amend this on the website.

26/17 **NEIGHBOURHOOD PLAN**

Cllr Mrs Hardstaff reported that at the previous week's parish meeting, electors had asked that her proposal of Option 2 be adopted which allows a streamlined plan with no settlement policy boundary. A copy of that report and Option 2 is appended to these minutes.

Cllr Mrs Hardstaff noted that the NP needs to be in place before the development of additional 300 homes in the parish in order to benefit from the additional CIL money that the PC would receive. A member of the public questioned whether there were any Goodwood covenants on the land being developed. This is currently not known.

Cllr Mrs Hardstaff explained the settlement boundary issues noting that most the settlement is covered under countryside development protection.

RESOLVED: That Option 2 of the Neighbourhood Plan Report for Parish Meeting 13.03.17 is adopted.

27/17 **HIGHWAYS**

- a. A27 Improvements – Cllr Harding reported that he was to attend a meeting the following day on this subject and would circulate any relevant information.
- b. Operation Watershed – this had achieved all it set out to do however it is ongoing and Cllr Mrs Burborough noted that applications now need to be submitted for work next Winter.

28/17 **Members' Reports:**

- a. Cllr Harding reported that this had been discussed at the parish meeting the previous week. He had explained to CDC Cllr Mike Hall that he was not happy with how the site was being managed. A project to install railway sleepers to deter illegal parking has now turned into an application for planters. Westhampnett volunteers will not be used to maintain these and there is no water source in that area.

- b. Cllr Mrs. McLeish reported that the new sign had been erected but removal of a tyre from the site needs to be organized. There was a board erected but this had been removed and thrown into a hedge so now needs to be concreted in. The signs with safety instructions need to be mounted on something sturdy as they are quite flimsy.
- c. Cllr Mrs. Burborough reported that she had attended a meeting where SDNP given an update on their local plan. Sarah Sharpe had given a presentation on how '20 is plenty' can be incorporated into villages. There were also presentations from CDC partnerships officer on current projects. The communities' interventions manager reported how well police are doing. The meeting was 31st Jan however no minutes received yet. Next meeting is 5th April.
- d. Cllr Mrs. Burborough reported that the Grange Management had been working through improvements required ie. fences and footpaths and a chicane, all safety measures. She is awaiting clarification on when the Parish noticeboard will be installed.
- e. Mr Bob Holman reported on the issue of grass cutting and bird scaring on the former Westhampnett Landfill site, a nesting ground for skylarks (a protected species). Mr Holman had written a letter of complaint to WSCC which all councillors present, and some members of public, agreed to sign. A copy of that letter is appended to the minute book.

It was suggested that he also might want to raise this issue with the Observer, South Today and SDNP.

RESOLVED: The locum parish clerk will refund the printing and postage expenses of sending the letter on receipt of proof of expenditure.

- f. It was reported that the volunteers group has two new members. The group had met the day before and managed to mow and clear both sides of Stane St and Claypit Lane. A rota for cutting footpaths had been agreed. The Chairman offered his thanks to the group.

29/17

FINANCE

RESOLVED:

- a. That the receipts and payments since the last meeting (as previously circulated and appended to these minutes) are agreed.
- b. That that Bank Reconciliation as previously circulated is agreed and was signed by the Chairman.
- c. That the Budget Update as previously circulated is noted.
- d. That the Council's Asset Register 2017 is a true representation of its assets.
- e. That the Corporate Risk Assessment 2017 is adopted.

30/17 **GRANTS**

RESOLVED: That the following grants are awarded:

- a. Sammy Community Transport - **£173.60**
- b. Arun and Chichester CAB - **£100**
- c. Kent, Surrey & Sussex Air Ambulance - **£250 to come out of 2017/2018 grants budget**

31/17 **NEW HOMES BONUS (NHB)**

- a. Locum Clerk to review and agree T&Cs of CDC offer for 2016/17 (Westerton Bus Shelter & Village Hall crockery).
- b. No new projects raised.

32/17 **CORRESPONDENCE**

Nothing to report. Chairman asked for this item to be removed from future agendas.

33/17 **COMMUNITY HALL**

This item (18 on Agenda) was brought forward by agreement of Council.

The Chairman reported that he had received a letter from a member of the public expressing concerns about whether the community hall, when built, would be able to pay for itself. There was some discussion on the financial viability of the hall and it was generally agreed that a sound business plan needs to be in place showing how it can be made to work. One member of the public who has experience in writing these business plans has offered to assist Cllr Mrs Burborough. It was suggested that other similar sized parishes with community halls be contacted to see if they have any advice.

There was also discussion on how to obtain the £500k owed to the Parish Council by Bellway. The Locum Clerk should contact George Ide solicitors to obtain advice and Council will also consider contacting CDC to see if they will assist in getting Bellway to comply with the s.106 agreement. The Locum Clerk should also speak with the solicitor for the previous owners to see if they can be of assistance in this matter.

RESOLVED: that the Community Hall project will proceed as planned.

34/17 **EXCLUSION OF PRESS AND PUBLIC**

RESOLVED: That the press and public be excluded due to the confidential nature of the business to be contracted.

35/17 **RECRUITMENT OF CLERK**

RESOLVED: Mrs Lisa O'Sullivan is appointed as locum Clerk on the terms set out in the letter of engagement from previous Clerk Greg Burt dated 21st February 2017.

A recommendation as to a permanent replacement will be brought to May Council.

Meeting finished 9.50 pm

Signed.....
Chairman of Meeting

Date.....