



# WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

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## Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 12<sup>th</sup> March 2018 at the March C of E School, Westhampnett

### Present:

**Parish Councillors:** Cllr W P Harding (Chairman), Cllr J L Hardstaff (Vice-Chairman), Cllr S Burborough, Cllr S James, Cllr C McLeish.

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

Mr Andrew Ball (Rolls Royce Motor Cars Ltd), and 14 members of the public also attended.

<u>Minute Number</u>	<u>Item</u>	<u>Action</u>
<u>18/18</u>	<b>APOLOGIES FOR ABSENCE</b> The Chairman opened the meeting. Apologies received from Cllr P Clingan, Cllr R Fabricius, WSCC Cllr J Hunt, CDC Cllr M Hall.	
<u>19/18</u>	<b>DECLARATIONS OF INTEREST</b> Cllr Burborough (Rolls Royce) and Cllr Harding (Planning Application – Mr. R. Holman, Ashkeys).	
<u>20/18</u>	<b>MINUTES OF THE LAST MEETING</b> <b>RESOLVED:</b> That the minutes of the meeting held on 8 <sup>th</sup> January 2018 are approved by the Council and signed by the Chairman as a true record of the meeting. Proposed by Cllr Hardstaff and seconded by Cllr Burborough.	<u>WPH</u>
<u>21/18</u> <u>1</u>	<b>MATTERS ARISING FROM THE MINUTES</b> Update from the Clerk regarding the <b>Fitness Equipment Signage</b> – the replacement signs were received, and installed.	
<u>2</u>	Update from the Clerk on <u>Telephone Box at Westerton</u> – Reported again, reference no. obtained, inspection to be carried out by BT staff, & results advised.	
<u>3</u>	Update from the Clerk on <u>Westerton Bus Shelter Hand Grips, and apron area</u> – with thanks to Mr Andrew Blanchard, and The Hardstaffs, hand grips are now fitted, and the area around the bus shelter tidied up. The apron will be more difficult to resolve. Love West Sussex was suggested – Clerk to action.	
<u>4</u>	Update from the Clerk on <u>Volunteers Fish &amp; Chip Supper</u> - This event took place on 23rd February and was enjoyed by all. Thanks go to Rolls Royce for their kind offer to pay for this event.	
<u>5</u>	Update from the Clerk on <u>Provision of Dog Bin on Village Green</u> – this is pending until the Village Green is owned by WPC.	<u>LFL</u>
<u>6</u>	Update from the Clerk on <u>Speed Loops</u> – as the speed loops only record numbers, not speed, this item has been dropped.	<u>LFL</u>
<u>7</u>	Update from the Clerk on <u>Microphones</u> – no action as yet, pending.	<u>LFL</u>
<u>8</u>	Update from the Clerk on <u>writing to Sussex Police about Drifting</u> – no action as yet, pending. A member of the public advised that drifting is also taking pace at Tangmere.	<u>LFL</u>
<u>9</u>	Update from the Clerk on Westhampnett Community Website Charging Structure for Adverts – Cllr James provided some information, more needs to be gathered, and a policy agreed.	<u>LFL</u>
<u>22/18</u> <u>1</u>	<b>REPORTS BY EXTERNAL BODIES</b> CDC Cllr Hall – no report.	

2  3	<p><b>WSCC Cllr Hunt</b> sent a report, read by Cllr Harding, and attached to these minutes.</p> <p><b>Mr Andrew Ball, RR</b> reported:</p> <p><u>Car Park Planning Application</u>: Mr Ball gave a short update, and advised that the matter will be discussed at the CDC Planning Committee on 14<sup>th</sup> March. Mr Ball thanked the Parish Council for their support, and said he would be speaking at the Committee Meeting.</p> <p><u>Parking</u>: Mr Ball advised that on the RR weekly team briefing it has been made clear that illegal parking will be reported to Sussex Police, and parking on double yellow lines will be reported to Civil Enforcement.</p> <p><u>New Model</u>: RR is about to launch a new model called Cullinan which forms part of the future success of RRMC Ltd.</p> <p>Mr Derek Marlow said that it was noticed that RR employees have been parking in the Roman Walk casual visitors spaces. He said once the residents association is set up enforcement will be made.</p> <p>Mr Andrew Blanchard asked if the contracts of the recently announced 24 new RR apprentices will include that they must park off-site at Goodwood.</p> <p>Mr Bob Holman commented that the RR buses are empty both ways. Mr Ball replied that it depends on the time of day; they were full at 8-30am as he was on it. There are around 120 cars at Goodwood Motor Circuit today.</p> <p><b>Any other external bodies.</b></p> <p>None.</p>	
23/18  1  2  3  4	<p><b>PARKING &amp; SPEEDING</b></p> <p>An update on <u>speeding</u> in Stane Street and Madgwick Lane – nothing new to report.</p> <p><u>Community Speedwatch</u> – a new Group has been set up and registered, to be called Westhampnett Speedwatch. There are 5 people in Madgwick Lane and some in Stane Street. Two people must monitor at a time, and no monitoring can be done after dark. Full training to be received.</p> <p>Experiences of running a <u>Community Speedwatch Group</u> were kindly provided by Mr Peter Gillespie and Mrs Pauline O'Hare, of the Boxgrove Group. The Speedwatch organisation is used by the whole country. West Sussex, East Sussex and Surrey Police have given management of recording those cars over the limit to Speedwatch via their Website. Boxgrove and Hailnaker have 2 environments, and 8 trained operators, one of whom is also the co-ordinator. Mr Gillespie explained the entire process from training, through getting speed test environments approved by Sussex Police, registering those sites on the Speedwatch website, and conducting speed check sessions. Once that is done the data gathered has to be keyed into the website. Offenders are sent Letter 1 on the first time, Letter 2 if repeated, and then are visited by Sussex Police if they get to a 3<sup>rd</sup> time. It is important to note that any Speedwatch area in the country will be able to record any car and so a Letter may be triggered by offences in different areas. Public Liability Insurance is covered by Sussex Police.</p> <p>Mr David Beasley asked about the fact that the speed guns cannot be used in the dark, as the real problem is when there is not much traffic, at night, and so what will be the benefit? Mr Gillespie replied that in order to record the data needed, being registration number, make and colour of vehicle, it has to be light. Mr Andrew Blanchard said perhaps Sussex Police could park up at night and act as a deterrent. The Chairman thanked Mr Gillespie and Mrs O'Hare, who then offered any help they could provide.</p> <p>Mr Ball of RR stated that RR is serious about this issue. They hosted a meeting about this last week, and have offered personnel to be trained and assistance with providing Hi-viz, logos, etc.</p> <p><u>Parking on Stane Street, Claypit Lane and elsewhere</u> – Mr Bob Keatley said Stane Street needs double yellow lines to prevent dangerous parking. Cllr Burborough had been to a WSCC Meeting asking for Parking controls, and a parking strategy for the wider area. The Chairman stated he had not spoken about double yellow lines. Any complaints should go to WSCC Parking Control.</p>	
24/18  1	<p><b>MEMBERS' REPORTS</b></p> <p><u>Bollards</u>: Cllr Harding advised that the West Sussex Volunteers have nearly finished installing the bollards, which are going into very flinty ground making it a</p>	

	<p>very hard task. Mr David Beasley said he had seen a traveller's caravan parked in the entrance to the CDC Depot. It was remarked that the Council want the travellers to park in the laybys, but they won't as their vehicles are not taxed. Bellways have installed a Bollard at the end of the Village Green footpath.</p> <p><u>A27:</u> Neither Cllr Harding or Cllr Fabricius are going to the next BABA27 meeting on 15<sup>th</sup> March. Route options are said to be available for discussion.</p> <p><u>Madgwick Park:</u> The developers, Barratt David Wilson Homes, have taken on board the comments made by the Parish Council after a consultative meeting. They advised that they would be submitting detailed plans to CDC, probably in March. Parking was to be provided at 2 spaces per house, with 6m x 3m garages. Building to start around September.</p>	
<u>25/18</u>	<b>REQUESTS RECEIVED BY PARISH CLERK</b>	
<u>1</u>	<p><u>NHB:</u> <u>RESOLUTION:</u> That the Parish Council accept and understand the Terms and Conditions of the New Homes Bonus Agreements, listed NHB 39/16 and 40/16. This was proposed by Cllr Harding, and seconded by Cllr Hardstaff, and all were in favour.</p> <p><u>NHB 2018:</u> To be considered by all.</p>	
<u>26/18</u>	<p><b>PLANNING</b></p> <p>Cllr Hardstaff gave a report on the planning matters arising since the last meeting:</p> <p><u>Decisions:</u> WH/18/00015/LBC – 8 Westerton Lane – Permitted</p> <p><u>New Applications:</u> WH/17/03650/FUL - The Goodwood Estate Company Limited, Land South East Of Woodcote House Claypit Lane Westhampnett West Sussex. Construction of unsurfaced roads for circulation and access to temporary vehicle parking areas for use in association with major events - part retrospective permission. Cllr Hardstaff said that Parish Council would be commenting regarding the access into the 2 fields, this was to be lodged by 21<sup>st</sup> March.</p>	<u>All/LFL</u>
<u>27/18</u>	<p><b>COMMUNITY HALL &amp; VILLAGE GREEN – BELLWAY</b></p> <p>Cllr Hardstaff advised that in regard to the Community Hall the PC is slowly getting there. It is hoped that an increased payment to WPC can be achieved as costs have gone up. It is possible that the project could be VAT exempt if called a Community Hall. The site is to be fenced by Bellway.</p> <p>For the Village Green, the sums for maintenance have to be calculated, and agreed by CDC and Bellway. Mr Derek Marlow asked why the Parish Council needs to be involved, and another resident suggested getting Cllr Mike Hall to assist.</p>	<u>JLH/LFL</u>
<u>28/18</u>	<b>NEIGHBOURHOOD PLAN</b>	<u>JLH</u>
<u>29/18</u>	<b>VELO SOUTH</b>	<u>LFL</u>
<u>30/18</u>	<p><b>GDPR</b></p> <p>The Clerk explained the process, and that the Parish will need to register which will be done after Easter. Mr John Proctor offered to share some helpful information that had been received by the Church. A sub-committee will be needed. Cllrs Burborough and McLeish offered to be part of that, and it was agreed to ask Cllr Clingan.</p>	<u>LFL</u>
<u>31/18</u>	<p><b>SOLAR FARM</b></p> <p>Residents have received a letter from CDC stating that although Carillion have gone into Administration, the project is going ahead. The site is almost complete, but the landscaping has not been done, and the plants are dying on the pallets. The skylarks are being scared off again this year. The planting will now to be at the end of 2018. This is a breach of the planning consent regarding planting. The Chairman asked the Clerk to write to CDC regarding this breach and the harassment of the skylarks which is not driving them away.</p>	<u>LFL</u>

	Mr Bob Keatley presented a report which is intended for Cllr Hunt, and the Clerk was asked to send it to him.	<u>LFL/JH</u>
<u>32/18</u>	<b><u>ANNUAL PARISH MEETING</u></b> As this is also a social occasion the practicalities can be sorted out after Easter.	<u>AII/LFL</u>
<u>33/18</u>	<b><u>QUESTIONS BY THE PUBLIC</u></b> <u>1</u> Mr Andrew Blanchard asked if the <u>Bus Shelter</u> by Tilemakers on the south side of Stane Street could have some sides as when raining the seat and the people get wet, and when windy it is like sitting in a wind tunnel. The Chairman asked the Clerk to obtain costs for sides to be added, with a window. <u>2</u> The matter to the <u>Cycle Lane</u> was raised – the Parish Council have a document showing the proposed details and as it needs careful consideration an extension to the time frame for replying has been granted. <u>3</u> Mr David Beasley commented on the huge increase in the traffic to the <u>Tip</u> . Also WSCC have advised they are to spend £5m on improving the Tip layout and capacity. Mr Beasley has a suggested alternative route in, and out, of the Tip, and explained this to the meeting. It was agreed that he will submit a paper to be given to the Parish Council, to be onward sent to WSCC. Also, Tip lorries were coming through Maudlin to enter the weighbridge. This has now stopped but if it resumes then raise matter again. Also, material from the wheels, and glass, is left on the road after they pull onto Stane Street. Clerk to ask Cllr Hunt to report this to the WSCC Cabinet Member for action. Plus Stane Street needs regular cleaning to prevent the drains blocking with the material.	<u>LFL</u> <u>All</u> <u>LFL</u>
<u>34/18</u>	<b><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING IN A FUTURE AGENDA</u></b> <u>1</u> The Parish Council agreed to have colour photos of themselves on the new website. <u>2</u> The dates of the Parish Council meetings until the end of 2018 were agreed. <u>3</u> The Clerk was asked to investigate how to get a restriction stating No Overnight Stays.	<u>LFL</u> <u>LFL</u>
<u>35/18</u>	<b><u>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS</u></b> None	
<u>36/18</u>	<b><u>FINANCIAL MATTERS (prepared by Mrs Cadman, Locum Responsible Financial Officer)</u></b> RESOLVED: <u>1</u> To note receipts and payments to end February 2018 <u>2</u> To approve Bank Reconciliation to end February 2018 <u>3</u> To note spend against budget 2017/18 <u>4</u> To consider Grant to CAB of £100 which is the same amount as last year <u>5</u> To receive an update on the new Accounting System Cllr McLeish Proposed, and Cllr Hardstaff Seconded, and all voted in favour.	
<u>37/18</u>	<b><u>EXCLUSION OF THE PUBLIC</u></b> <b>RESOLVED:</b> That the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted.	
<u>38/18</u>	<b><u>DEALING WITH LOCAL ISSUES</u></b> None.	
<u>39/18</u>	The Chairman closed the meeting at 9.30pm. Date of next meeting: 16 <sup>th</sup> April 2018 (Annual Parish Meeting of Electors) and then 14 <sup>th</sup> May 2018 (Annual Meeting of the Parish Council including election of Chairman and Vice-Chairman)	

Signed.....  
Chairman of Meeting

Date.....