



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham
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Minutes of an Extraordinary Meeting of Full Council for the Parish of Westhampnett held at 7.00pm on Wednesday 17th October 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 and Cllr C McLeish.

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

8 members of the public also attended.

130/18	<u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE</u> The Chairman opened the meeting, welcoming all. Apologies were received from Cllr R Fabricius.	<u>WPH</u>
131/18	<u>DISCLOSURE OF INTERESTS</u> None.	<u>WPH</u>
132/18	<u>PARISH COUNCILLOR VACANCY</u> Mr Howard Horne applied to become a Parish Councillor, and was invited to say a few words about himself. Cllr Harding supported Mr Horne's application. He then proposed Mr Horne being co-opted as a Parish Councillor, this was seconded by Cllr McLeish, and all voted in favour. Mr Horne, having signed the Declaration of Office, then joined the other Councillors.	<u>LFL / ALL</u>
133/18	<u>PROPOSAL FROM RESIDENTS FOR THIS YEARS CHRISTMAS EVENT</u> The Christmas Tree Celebration proposal was explained by Ms Sara Watkins on behalf of the team of herself, Mrs Gael Emmett and Mrs Gemma Young and as per her paper already submitted. A full budget had also been prepared by the Parish Clerk and submitted. Rolls Royce has been asked for assistance with a marquee, and the Parish Clerk is to ask Goodwood if they can assist with the Christmas Trees. The Parish Council were in favour of this community event and asked the Parish Clerk to approach CDC for circa £700 of funding via the NHB 33/17 that has some funds outstanding. Ms Sara Watkins is to formally ask Cllr Harding to speak to everyone before the lights are turned on.	<u>LFL</u> <u>LFL</u>
134/18	<u>PARKING STRATEGY FOR CHICHESTER CITY AND POTENTIALLY PARTS OF WESTHAMPNETT</u> The Parish Clerk was asked to invite Mr Miles Davy, WSCC Parking Strategy, to come to the next Parish Council meeting on 12th November 2018. Advertise that this particular item is to be discussed.	<u>LFL</u>
135/18	<u>COMMUNITY HALL</u> Cllr Hardstaff confirmed that the build process has started with a commencement date very soon. When known Ms Sara Watkins will update the Community Website. Cllr Horne is looking into the hall usage, researching background of other halls etc. The Office of the Lord Lieutenant of Sussex has been approached to ask if the Duke and Duchess of Sussex would be able to perform the opening ceremony next Autumn. Cllr Horne suggested that a professional survey of requirements of the residents be carried out. Ms Sara Watkins offered an online survey. A survey was agreed as the whole demographic of the village has changed since the last survey was done. Cllr Burborough raised the matter of a letter to residents of Roman Walk from Trinity Management which included a suggestion that monies have to be paid annually by the Parish Council for maintenance of the roads leading to the Community Hall. Cllr Burborough will forward copy of this letter to the Parish Clerk who was asked to look into this matter.	<u>HH</u> <u>SB / LFL</u>
136/18	<u>VILLAGE GREEN</u> The Parish Clerk advised that there are 2 outstanding tasks: two dead trees need replacing, and a new sign is needed for the children's play area. Cllr Burborough to provide the Parish Clerk with a copy of the artwork for the Westerton play area. The Parish Clerk advised that the land transfer documents had been submitted by Bellway's solicitors to the Parish Council's solicitors and checked, and some revisions have been advised back to Bellway's solicitors.	<u>SB / LFL</u>

137/18	<p><u>NHB 2018 APPLICATION</u></p> <p>CDC have confirmed their approval of the NHB 2018 application for Furniture for the Community Hall in the sum of £12,963, and now require confirmation of the Parish Councils acceptance of the Terms and Conditions relating to this award.</p> <p>RESOLVED: That the Parish Council accept and understand the Terms and Conditions of the New Homes Bonus Agreement NHB 39/18. Proposed by Cllr Burborough, seconded by Cllr McLeish, and all voted in favour.</p> <p>As is required, the Parish Clerk then signed both copies of the Terms and Conditions and one copy will be sent to Mr David Hyland.</p> <p>It was commented that when the chairs are purchased some should include the type with padded arms.</p>	<u>LFL</u>
138/18	<p><u>"BATTLES OVER" COMMEMORATIONS OF THE CENTENARY OF THE END OF WWI</u></p> <p>Beacon Lighting and Torches at The Trundle on 11th November 2018 at 7pm. There will be torches for lost people from East Dean, Singleton, West Dean, Lavant and Westhampnett plus Chichester City, a total of 563 people. Is the Parish able to provide 8 people to carry a torch remembering the 8 people lost from Westhampnett Parish? Funding via CDC is available up to £250, should WPC apply to assist in covering the cost of the whole event?</p> <p>The Parish Clerk explained about applying for a "Battle's Over" Grant of up to £250 from CDC in order to cover the insurance cost of this event. The whole Parish Council approved that this application is be made by the Parish Clerk.</p> <p>Cllr McLeish, Cllr Hardstaff and Cllr Burborough will all attend the review meeting at Chichester Festival Theatre at 7:30 on 18th October. Mr Andrew Blanchard said he would volunteer to carry a torch on the day</p>	<u>LFL</u>
139/18	<p><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u></p> <p>None.</p>	<u>ALL</u>
140/18	<p><u>PARISH FINANCIAL MATTERS</u></p> <p>Noted: that the Parish Clerk formally confirms that all funds for the build of the Community Hall are now held in the existing NS&I Account, referred to as the Community Hall Fund, totalling £490,129.74, as at 15th September 2018.</p> <p>Noted: that the Parish Clerk formally confirms that the forms for a new NS&I Account are ready for signature and this will be referred to as the Village Green Fund.</p> <p>Cllrs Harding, Burborough and McLeish, plus the Parish Clerk all completed the relevant areas of the form, to be sent to NS&I by the Parish Clerk.</p> <p>Noted: that Moore Stephens have concluded the External Audit with no comments or issues, and have signed the Section 3 – External Auditor Report and Certificate 2017/18. The Parish Clerk to post onto the PC Website.</p>	<u>LFL</u> <u>LFL</u>
141/18	<p><u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS</u></p> <p>None.</p>	<u>LFL</u>
142/18	<p><u>DEALING WITH LOCAL ISSUES</u></p> <p>Buses: Cllr Hardstaff said that in regard to the Bus User survey being carried out by WSCC she suggested that the Parish Council write asking them to review the route of the Compass Bus 99, to make it go via Western permanently rather than on a request basis as now. There are three buses from Petworth to Chichester and surely one of these could be permanently diverted through Westerton.</p> <p>Post Boxes: Cllr Harding said there is one post box at the bottom of Claypit Lane and one in Westerton Lane. As the village gets bigger the Parish Council suggest that another box be located near Madgwick Park, possibly just in The Sadlers. The Parish Clerk to ask Royal Mail.</p> <p>Rolls Royce: Mr Andrew Ball sent an email with a statement which was read out by Cllr Harding:</p> <p><i>With respect to the 200 jobs, here is my statement for the meeting this evening. Our new car park was planned with flexibility for new starters, and we are also introducing a new car park management system across all three of our car parks.</i></p> <p><i>All employees are also contractually obliged to follow our new Green Travel Plan, which includes utilising offsite parking at our Technology and Logistics Centre at Bognor Regis.</i></p> <p><i>We are working hard to resolve the current parking issues – I raised this topic again in our Board Meeting yesterday – and are working on a number of measures in addition to continuing to communicate to our workforce. We are also working with Sussex Police and the Chichester District Parking Enforcement Team.</i></p> <p><i>As mentioned previously, and referenced in my notes for the last Parish Council Meeting, we remain committed to supporting the concept of parking controls in the village and are talking to representatives from both the District and County Council on this matter.</i></p> <p><i>With respect to the new car park, the works are on schedule for completion by the end of the year.</i></p> <p>There is now 2137 staff. Cllr McLeish said the parking in Old Arundel Road is dreadful; her husband phoned Rolls-Royce and was told to phone the police. Mrs Upham, resident of Roman Walk, emailed Mr Andrew Ball regarding parked cars and these were moved. Mr Andrew Blanchard reported he is still having trouble getting in and out of his drive at the bottom of Claypit Lane. Cllr Burborough said RR's Green Travel Plan is on roll out, and the terms of it will allow Rolls-Royce to take action against its staff. There is to be a new gate at the South Car Park onto Stane Street.</p>	<u>LFL</u> <u>LFL</u>

	<p>Madgwick Park: Mrs Ros Craven, resident, said she is concerned about possible flooding from this new Estate as the central road appeared to be going to slope downwards towards Stane Street. A "Meet The Builder" meeting is to be put on by Barratt David Wilson Homes, to be held at Chichester Park Hotel on 23rd of October from 5:30 till 6:30.</p> <p>Portsmouth Water: Mr Andrew Blanchard says during the Mains Water Pipe Renewal Works the foul water pipe was damaged at the bottom of Coach Road and flooding occurred; now being rectified.</p>	
143/18	<p>PROPOSED DATES FOR FULL PARISH COUNCIL MEETINGS FOR 2019</p> <p>The Parish Clerk had proposed Parish Council meeting dates for 2019. These were all accepted and a start time of 7pm was confirmed.</p>	<u>LFL</u>
144/18	<p>QUESTIONS BY THE PUBLIC: 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>	<u>ALL</u>
145/18	<p>DATE OF NEXT PARISH COUNCIL MEETING: 12th NOVEMBER 2018</p> <p>Noted.</p>	<u>LFL</u>
146/18	<p>CLOSE MEETING</p> <p>The meeting closed at 8.55pm.</p>	<u>WPH</u>

Signed.....
Chairman of Meeting

Date.....