



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham
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Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 13th June 2022 at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP

Present:

Parish Councillors: Cllr C McLeish (Chairman), Cllr W Holden (Vice-Chairman), Cllr T Ashcroft, Cllr S Burborough, Cllr S James, Cllr Moth and Cllr D Plummer.

The meeting was clerked by the Parish Clerk, Mrs Linda F Lanham via Teams as she had Covid. CDC Cllr H Potter and WSCC Cllr J Hunt in attendance.

7 members of the public also attended.

Minute No	Item	Action
122/22	<u>OPEN FULL COUNCIL MEETING & TAKE APOLOGIES FOR ABSENCE</u> Cllr McLeish opened the meeting at 7.02pm, welcomed all and apologised for the late start due to technical difficulties in getting Teams to work for the Clerk. There were no apologies.	
123/22	<u>DISCLOSURE OF INTERESTS:</u> Cllr Burborough – as an employee of Rolls Royce.	
124/22	<u>CONFIRM MINUTES OF THE LAST ANNUAL PARISH MEETING held on 8th November 2021:</u> The Minutes for the last Annual Parish meeting held on 8 th November 2021 were accepted. Cllr Moth proposed that they be approved, this was seconded by Cllr James, all were in favour and they were then signed by the Chairman.	
125/22	<u>CONFIRM MINUTES OF THE LAST FULL PC MEETING held on 9th May 2022</u> The Minutes for the Parish Council meeting held on 9 th May 2022 were accepted. Cllr Holden proposed that they be approved, this was seconded by Cllr James, all were in favour and they were then signed by the Chairman.	
126/22	<u>MATTERS ARISING:</u> To deal with any matters arising from the Minutes of the last meeting. None.	
127/22	<u>REPORTS FROM EXTERNAL BODIES:</u> including District and County Councillors and local organisations; reports to be submitted by email to the Parish Clerk for circulation to Councillors prior to the meeting. Questions to be taken at the meeting. <u>NB:</u> RR report from May will be included here. <u>CDC Cllr Henry Potter submitted the following report:</u> <u>Westhampnett PC Meeting 13/06/2022 - District Councillors Report.</u> The most damning thing to report is the decision of the Planning Inspectorate to ALLOW the appeal against CDC planners refusal of the application for 165 new homes on prime agricultural land at Old Place Farm off Madgwick Lane, Westhampnett. This decision flies in the face of the proximity to Goodwood Airfield and Motor Racing Circuit, and their objections raised to the Inspector, the lack of suitable infrastructure which is now ever more of a problem for us all in the District outside of the SDNP and the deplorable occurrences of traffic jams surrounding the A27 corridor. The situation two weeks ago, Tuesday, 31st May, at Portfield where traffic was so snarled up that exiting the Retail Park and the access into the City was nigh impossible. With a further 165 houses in the north east side of Chichester this will only get worse , if that's possible! Currently, the Oving Road traffic lights are operating as a pedestrian controlled crossing only and this gives just a small respite to stop the endless traffic arriving at the Portfield roundabout, but when the pedestrian/ cycle footbridge is constructed across the A27 from 'The Lakes' to the Portfield Retail Park then these lights will cease to operate altogether. More chaos!! The most obvious statement in the Inspectors deliberation was the fact that the Tangmere Strategic Development Site for 1,200 + homes, though the CDC planners have confidence in this site, there is no certainty that the CPO will be successful. Until this is established the 5 year housing land supply is doubtful leading to more permissions being allowed.	

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A site at Earnley and another at Wittering were allowed at Appeal and there was mention of this potential shortfall in the Inspectors findings.

At the recent Council Cabinet Meeting last week the recommendation to accept the £1,000 per refugee from Ukraine, grant funding being distributed by WSCC. This will be used towards the housing and possible settlement of nationals from that war torn Country.

Also to be agreed by Cabinet is the release of £30,000 from reserves to tackle the rise in graffiti around the District. The Code of Practice on Litter and Refuse does not specify the removal of graffiti and fly posting! Until recently, Chi. Contract Services (at Westhampnett Depot) managed a contract to carry out this endless work and the cost of this contract was split 50/50 with WSCC. During its Budget Review in 2020, WSCC couldn't see sufficient value for money and reduced their contribution but this proved to be unviable to CCS so clearing was restricted to CDC owned buildings only. It soon became apparent that graffiti was appearing on such a scale that this Policy must be revised. It is well documented that the swift removal of graffiti does help in reducing yet more graffiti, so we must hope that this additional use of reserve funding is worthwhile.

Quite when the graffiti within the Observation Post beside the Halnaker Windmill will be dealt with is of some concern, but let's hope it gets the preferential treatment it deserves.

A rare meeting of the CDC General Licencing Committee took place last Thursday to reconsider the Registration fees charged to practices within the Acupuncture, tattooing, piercing and semi permanent skin colouring field. In line with other neighbouring Licencing Authorities it is proposed to set fees as follows, these are once only registration fees, and include costs for admin. and subsequent compliance checks. The Premises Registration is to be set at £180 per premise, the Personal Reg. Fee £70 and the initial admin charge of £25.

I've been led to believe that the SW Sewer pipe works on Stane Street are to be suspended until after the Festival of Speed and despite an email to Southern Water, I'm unsure about what service we shall receive from the 55 bus service when the road to Side Green is closed.

Henry Potter, CDC Ward Member for the Goodwood Ward

There were no questions.

WSCC Cllr Jeremy Hunt had not submitted a formal report this month but advised:

Nothing really to report this month, just a couple of updates as follows:

- County Local Forums were established in September 2021 to provide residents with the opportunity to participate in discussions on issues specific to their area, as well as take part in question-and-answer sessions with their local County Councillors. These forums have replaced the County Local Committees and the idea is they give residents a less formal opportunity to meet your councillors and discuss local issues. In the Chichester area, covering the CC Divisions of both Chichester North and Chichester South, we are holding them at different venues and different times to try and make them accessible to more people. The next Local Forum Meeting is this coming Thursday, 16th June, in Committee Room 3 at County Hall, West Street, Chichester, from 10am to 12pm. The forum is open to all and you do not need to book. For more details please go to: <https://www.westsussex.gov.uk/about-the-council/how-the-council-works/county-local-forums/#chichester-county-local-forum>
- Secondly, I haven't yet had a chance to visit the solar farm site, so cannot update you on the hedge planting yet.

JH

The details of the Local Forum will be advertised on the Parish Council Facebook.

There were no questions.

Mr Andrew Ball (Rolls Royce Motor Cars) submitted the following report for May:

NB: This was not available for inclusion at the May PC meeting but was circulated with the June report.

Westhampnett Parish Council 09.05.22 v1

Operations

- Road works. Additional on-site marshalls provided to support staff parking in our Stane Street car park whilst road works are close to our entrance. Marshalls are liaising closely with the contractors for the road works to minimise congestion.
- New Temporary Structures (WPC advised 28/04/22)
- The structure nearest our Reception has planning permission.
- The other structure nearest the pond is for our World Dealer Conference (9-13 May) and is in accordance with Permitted Development rights. Following the Conference the structure will be dismantled and the car park will revert to its normal operation. During this period, displaced vehicles have been instructed to park predominantly within the Claypit Lane car park (within the agreed operating hours), and we are continuing to monitor and keep this under review. For reference, CDC has been informed of the details.

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Planning applications

Current submissions:

- **Extension to first floor mezzanine, minor facade alterations and associated works. Ref. 22/00777/FUL. Pending Consideration. WPC has advised no comments.**

Forthcoming to be submitted, details to follow, (likely submission date):

- Staff communication 'totems' / information screens (May 2022)
- Internal multi-tier 280sqm, increased user space to support production (May 2022)
- External sub-station – to support site requirements (May 2022)
- Additional Roller Shutter Door to Logistic Road (Building 50.0) to assist material access and production process flow (May 2022)
- Canopy for electric charging stations (July 2022)

Proposed Development

Site surveys continue.

Local News

ROLLS-ROYCE MENTORS SHARE THEIR EXPERIENCE WITH LOCAL YOUNG PEOPLE

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0383833EN/rolls-royce-mentors-share-their-experience-with-local-young-people>

ELMSTEAD: A PLACE OF PILGRIMAGE

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0382913EN/elmstead--a-place-of-pilgrimage>

Contacts

In Andrew Ball's absence/if not available:
Client Contact Team
01243 525700
enquiries@rolls-roycemotorcars.com

The Parish Councillors wished it noted regarding the above comment:

- *The other structure nearest the pond is for our World Dealer Conference (9-13 May) and is in accordance with Permitted Development rights.*

This is not quite correct. The structure for the World Dealer Conference was not covered by Permitted Development Rights, and CDC were advised by the Parish Council of its appearance on site. CDC Planning advised that the structure "seen to be taking place and the use described would ordinarily require express planning permission. However, provided the use and associated works are removed from the land on completion of the event, it is not considered expedient to take any action at this time and all interested parties will be advised accordingly."

The structure was removed promptly and the car park use re-instated.

Mr Andrew Ball (Rolls Royce Motor Cars) submitted the following report for June:

Westhampnett Parish Council 13.06.22 v1

Operations

- **Road works.** Additional on-site marshalls continue to be provided to support staff parking in our Stane Street car park whilst road works are close to our entrance. Marshalls are liaising closely with the contractors for the road works to minimise congestion.
- **Temporary Structures** (WPC advised 28/04/22)
- As advised, the structure nearest our Reception has planning permission.

<p>127/22 Cont.</p>	<ul style="list-style-type: none"> The second structure, built for our World Dealer Conference (9-13 May) in accordance with Permitted Development rights, has been removed. CDC were informed of the details. <p><u>Planning applications</u></p> <p>Recent submissions:</p> <ul style="list-style-type: none"> Extension to first floor mezzanine, minor facade alterations and associated works. Ref. 22/00777/FUL. Permitted. <p>Forthcoming to be submitted, details to follow, (likely submission date):</p> <ul style="list-style-type: none"> Staff communication 'totems' / information screens (July 2022) Internal multi-tier 280sqm, increased user space to support production (July 2022) External sub-station – to support site requirements (July 2022) Additional Roller Shutter Door to Logistic Road (Building 50.0) to assist material access and production process flow (July 2022) Canopy for electric charging stations (July 2022) Additional air conditioning units installed beside existing canopy (August 2022) <p>Proposed Development</p> <p>Site surveys continue. WPC informed of details.</p> <p><u>Local Events</u></p> <p>RRMC liaised with the Rolls-Royce Enthusiasts' Club to provide a heritage Rolls-Royce for display at the Westhampnett Jubilee celebrations.</p> <p><u>Local News</u></p> <p>LOCAL SCHOOLCHILDREN 'SIGN OFF' NEW CAR PARK PROVIDED BY ROLLS-ROYCE MOTOR CARS https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0393413EN/local-schoolchildren-sign-off-new-car-park-provided-by-rolls-royce-motor-cars</p> <p><u>Contacts</u></p> <p>In Andrew Ball's absence/if not available: Client Contact Team 01243 525700 enquiries@rolls-roycemotorcars.com</p> <p>There were no questions.</p>	
<p>128/22</p>	<p><u>MEMBERS' REPORTS:</u> To receive reports from Members where not covered in agenda below, including CDALC AGM on 6th June.</p> <p><u>CDALC AGM on 6th June:</u> Due to last minute events neither Cllr McLeish nor Cllr Burborough were able to attend this meeting. The Minutes will be circulated when available.</p> <p><u>Village Gates:</u> Cllr Plummer is to have a meeting on 23rd June with WSCC Highways to finalise the size and sites of the Gates.</p> <p><u>Madgwick Park:</u> Cllr Plummer hopes to have an update on all matters at the next PC meeting.</p>	<p><u>LFL</u></p> <p><u>DP</u></p> <p><u>DP</u></p>
<p>129/22</p>	<p><u>PLANNING MATTERS:</u></p> <p>A. <u>To receive a report on recent planning applications.</u></p> <p><u>Planning Update since the last Parish Council Meeting on 9th May 2022</u> <u>New Planning Applications for the period week 19 (11/05/22) to week 23 (08/06/22) inclusive</u></p> <p>None</p> <p><u>Update on outstanding Planning Applications</u></p> <p><u>WH/22/01062/TPA</u> - Case Officer: Henry Whitby Mr Shane Verrion Hadley House Claypit Lane Westhampnett Chichester</p>	

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Fell 1 no. Sycamore tree (T1), 1 no. Oak tree (T2) and 1 no. Ash tree (T3) within Area, A1 subject to WH/73/01077/TPO.

O.S. Grid Ref. 488191/106301

To view the application use the following link:

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RAMM4FERFVV00>

PC must comment by 25/05/22

Westhampnett Parish Council queried with the Case Officer on 06/05/22 whether Southern Water would be a consultee regarding the proposed Calvert works associated with this Application. On 12/05/22 CDC advised that their Engineer (Coastal and Water Management) would be consulted.

PC Comment and Objection lodged 24/05/22.

Westhampnett Parish Council has reviewed the new postings and wishes to Object as follows:

1. The Parish Council expresses concerns that the trees being proposed for removal are all mature trees with a projected life-span of 20+ years.
2. Prior to the permitted redevelopment of Hadley House, this was a heavily wooded site. Many of these trees have already been felled during the course of reconstruction.
3. Claypit Lane has been designated as a wildlife corridor. Further loss of mature trees would be detrimental to the wildlife corridor and habitation.
4. Following the response from Chichester District Council Engineer Coastal & Water Management, (dated 17 May 2022) the Parish Council request that the decision is delayed until an Ordinary Watercourse Consent application has been formally made and, if appropriate, officially granted.

Decision due 15/06/22

WH/21/00489/FUL - Case Officer: William Price

Mrs Pam Clingan

Lanburn Connemaras Swallow Beck Madgwick Lane Westhampnett

Change of use of land for use as a certified 'Caravan and Motorhome Club' site for siting up to 5 no. caravans, motorhomes or trailer tents.

O.S. Grid Ref. 488052/106449

To view the application use the following link;

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QOOA34ERM6X00>

PC Comment and Objection lodged 07/04/21.

Update:

On 12/04/21 the PC was provided with some additional information from the applicant however the PC submission still stood as lodged. Following further information on 05/08/21 the PC withdrew most of its objections, except to do with footpaths / public transport. After additional information dated 11/08/21 the PC maintained its objections regarding footpaths. CDC have been consulting the necessary bodies and on 08/03/22 and 04/05/22 Natural England replied as a Consultee. **This application is to be considered by the CDC Planning Committee on 15/06/22.**

Decision was by 26/04/21, then by 23/07/21, now overdue

Decisions

WH/22/00561/DOM - Case Officer: Oliver Naish

Ms Kristin Pagano

Kintail Lodge Claypit Lane Westhampnett West Sussex

Single storey rear extension, internal alterations, replacement slate roof, timber cladding to external elevations and new heating system.

O.S. Grid Ref. 488122/106367

To view the application use the following link;

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R87NMEERLTH00>

PC must comment by 27/04/22

The Parish Council has reviewed this Planning Application and asked CDC Planning a couple of questions regarding a tree survey and disabled access. CDC Planning have replied that they will take up the need for a tree survey with the agent, and that as the building is existing, they do not require new disabled access as

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part of this proposal. Confirmation of the request for a tree survey is awaited. The Parish Council wishes to thank the applicant for addressing its concerns and in view of the additional information and revised drawings submitted in response to trees and disabled access, the Parish Council has no further comments in respect of this application.

PERMIT 23/05/2022

No Special Conditions attached

WH/22/00777/FUL

- Case Officer: Nicola Martin
Rolls Royce Motor Cars The Drive Westhampnett West Sussex
Extension to first floor mezzanine, minor facade alterations and associated works.
O.S. Grid Ref. 488512/106717
To view the application use the following link:
<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R98WL5ERML000>

PC must comment by 04/05/22

The Parish Council has reviewed this Planning Application and has no comments to make.

PERMIT 27/05/2022

Conditions include:

Conditions to be complied with at all times during construction:

4) The delivery of construction materials for the development shall not take place on Sundays or Public Holidays or any time otherwise than between the hours of 0700 hours and 1800 hours Mondays to Fridays and 0800 hours and 1300 hours on Saturdays. All other construction work shall take place as set out in the original planning permission for the site (WH/00/03103/FUL) (and as varied in 2006 (06/02851/FUL)) between 6.00 am and midnight on Mondays to Saturdays inclusive and not at any time on Sundays or Public Holidays, unless otherwise agreed in writing with the Local Planning Authority

Reason: In the interests of residential amenity.

TG/20/02893/OUT

- Case Officer: Mike Bleakley
Countryside Properties (UK) Ltd
Land Adjacent To A27 Copse Farm Tangmere Road Tangmere West Sussex
Outline planning application for a residential-led mixed use development comprising up to 1,300 dwellings (Use Class C3), an expanded village centre (comprising flexible units suited to Use Class E and pubs or drinking establishments and/or takeaways in Use Class Sui Generis), community uses, primary school, informal and formal open space, playing pitches, footpaths, cycleways, associated landscaping, utilities and drainage infrastructure, including on-site pumping station(s) with connection to the Strategic Foul network; associated infrastructure and groundworks; with all matters reserved except for the principal access junctions from the A27 grade-separated junction and Tangmere Road and the secondary access at Malcolm Road.
O.S. Grid Ref. 489314/106361
To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QJZZT4ERIU00>

PC Comments lodged 01/01/21

CDC held a Public Briefing virtually on Thurs 18 Feb 2021 10.00 am

CDC Planning Committee assessed on 07/04/21 and Granted Outline Permission subject to Highways England agreement to revised measures regarding the impact of the traffic from the development on the A27.

Full details to be advised, and outstanding as at 10/09/21, to be followed up by the Parish Clerk.

WH/20/02824/OUT

- Case Officer: Jeremy Bushell
CEG Land Promotions And The Landowners
Land Within The Westhampnett / North East Chichester Strategic Development Location (north Of Madgwick Lane) Chichester
Outline Application with all matters reserved except for access for the residential development comprising up-to 165 dwellings, including an element of affordable housing; together with an access from Madgwick Lane as well as a relocated agricultural access, also from Madgwick Lane; Green Infrastructure, including the enhancement of the Lavant Valley Linear Greenspace; sustainable drainage systems; and associated infrastructure.
O.S. Grid Ref. 487255/106469
To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QJ88KRERI8000>

Developer has appealed, start date 22/03/21

PC lodged additional comments with Inspectorate on 25/04/21

The deadline for Appeal proofs was 06/07/21 and rebuttals by 20/07/21. There are now numerous documents to be reviewed as part of the Appeal, these can be seen on CDC website under this number.

Planning Inspectorate Reference: **APP/L3815/W/21/3270721**

The Planning Inspectorate Inquiry started 03/08/21 and was due to conclude on 12/08/21.

LFL

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The Planning Inspectorate Decision was due on 25/08/21, but now extended with closing statements by the advocates and a discussion on potential conditions scheduled for 14/09/21, and a decision about a fortnight later, so around the beginning of October. Later advised end of November, but no decision as at 13/12/21. On 10/01/22 advised that the Inspector has invited a final comment from all parties by 24/01/22 and indicated he will issue his decision within a week/fortnight of that deadline. On 10/02/22 advised that the Inspector has extended the decision deadline to the end of March.

On 01/04/22 Planning Inspectorate advised that *"Unfortunately, there has been a short delay due to updated advice from Natural England. The Inspector hopes to issue the appeal decision as soon as possible."* Following the deadline of Monday 25th April for any additional submissions on the above, it is now expected in May.

DECISION dated 27th May 2022 from Planning Inspectorate

The appeal is allowed, and planning permission is granted for residential development comprising up-to 165 dwellings, including an element of affordable housing; together with an access from Madgwick Lane as well as a relocated agricultural access, also from Madgwick Lane; green infrastructure, including the enhancement of the Lavant Valley Linear Greenspace; sustainable drainage systems; and associated infrastructure, at Land within the Westhampnett / North East Chichester Strategic Development Location, North of Madgwick Lane, Chichester, in accordance with the terms of the application Ref WH/20/02824/OUT, dated 30 October 2020, subject to the conditions set out at Annex C.

Other Matters

Chichester Local Plan Review 2020 version of the Council's Housing and Economic Land Availability Assessment (HELAA) document.

The PC have been advised of this review which includes Westhampnett, and further comments are to be prepared.

In July 2021 CDC Members considered a report "Local Plan and Strategic Infrastructure Update 1" and since then have been working on details of this report. On 19/01/22 CDC Planning Policy department advised the PC that sites within the District / Parishes are under consideration and confirmed that a meeting with the Parish Council could be arranged.

The Parish Clerk emailed Mr Toby Ayling on 05/02/22 to ask him to a face-to-face site meeting to review the HELAA sites in the Parish, in person. Toby has now left CDC, and Mr Tony Whitty has replaced him as Planning Policy Divisional Manager. Emailed Tony on 08/03/22 asking for a meeting. Reply awaited. Dates now offered and one to be agreed with PC, with meeting to be attended by Mr Andrew Frost, Director of Planning and Environment and Mr Tony Whitty.

The Parish Council met Mr Andrew Frost and Mr Tony Whitty, via Zoom, on 25th April. This meeting was also attended by CDC Cllr Henry Potter, WPC Cllrs, Mrs Jean Hardstaff and the Parish Clerk.

Mr Andrew Frost gave an update on the current position of the Local Plan for the area, and the background work currently being undertaken. The constraints of the local area were highlighted (A27, other local roads, SDNP etc) and he advised that CDC must look exhaustively at all options.

The HELAA sites within Westhampnett were discussed in depth, and it was clear that there was more work to be done by CDC prior to their decision on suitability. Mr Andrew Frost confirmed that Mr Tony Whitty would be keeping the Parish Council informed.

Linda Lanham, 13.06.22

- B. Update on Appeal Decision on Land North of Madgwick Lane, and arising from the Appeal Decision, the PC to discuss its response to the proposed Local Plan (see email Wed, 1 Jun, 17:08).

The Parish Councillors discussed the Planning Inspectorate decision upholding the appeal for residential development and the advice from Mrs Jean Hardstaff. The Parish Clerk was requested to write to Mr Andrew Frost, CDC Director of Planning, copied to Cllr Potter stating:

"Now that this housing has been allowed the Parish Council will object to further housing in Westhampnett and ask that proposals for more housing and land use are not included in the numbers"

Cllr Potter said that it is early days for the revised Local Plan, although it is becoming clear that 635 houses per year will be needed. Water Neutrality is also now an issue in the north of the area.

Cllr Hunt say it was ironic that Raughmere was refused, and this and a development at Wittering have been allowed. The decision seems to be based on whether CDC could supply the required housing numbers. This will not be known until the new revised Local Plan later this year.

Cllr Potter pointed out that the Sewage Capacity locally has been allocated now that there are to be the new homes at Madgwick Park, Whitehouse Farm (now called Minerva Heights), etc so no room for yet more developments. It is a big problem to resolve.

LFL

130/22	<p><u>GIGABIT VOUCHER SCHEME: Update</u></p> <p>Cllr McLeish reported that as at today the pledges were at 92%, and because it is so close to 100% the scheme closing date has been extended to 23rd June. Mrs Hazel Bate, a resident, has been working tirelessly to get as many homes and businesses to sign up as possible before the last day. Cllr McLeish has been in communication with Openreach and WSCC Gregg Merrett to get support to ensure this scheme can go ahead. Cllr Hunt advised that he has suggested to Rolls Royce, that if this scheme cannot go ahead, as part of obtaining Fibre for their development they might consider paying for it to be installed in the village too.</p>	<u>CMcL</u>
131/22	<p><u>SOUTHERN WATER SEWER REPLACEMENT IN STANE STREET:</u> Warning of planned Road Closure. The WSCC Highways permission means they cannot start until 28th June and must end by 15th July. They may be finish before 15th July if they get on well.</p> <p>The Parish Clerk advised that this closure would result in the Bus Service 55 not being able to get through. She has been unable to find out what is planned and will ask RR if they know.</p>	<u>LFL</u>
132/22	<p><u>FLOODING AT NEW ROAD / HAT HILL – OPERATION WATERSHED PROJECT:</u> Update on Expected Start Date.</p> <p>There has been communication between the Parish Clerk, Goodwood Estate and Landbuild and the project is in hand. Landbuild will apply for the road space to allow the work to be done. It is expected that will be around end of August / early September to fit with Goodwood events.</p>	<u>LFL</u>
133/22	<p><u>PROVISION OF PICNIC BENCHES, TABLE TENNIS TABLE, GOAL POSTS / MUGA, FRUIT TREES ON VILLAGE GREEN LAND AND OTHER RELATED MATTERS:</u></p> <p>A. <u>Update on provision of above items:</u> The Parish Clerk to progress the Table Tennis Tables next.</p> <p>B. <u>Discuss forming a Working Party to work out exactly how to concrete items into the Village Green:</u> Cllr Potter suggested concrete spurs. Locations of items to be finalised. Cllr Moth to get details of some contractors. It was noted that residents nearby to the Village Green on Hadrian Walk were concerned about the picnic tables encouraging people to hang around the area, especially at RR pickup time. The tables are to be located further onto the Village Green, not near the road.</p> <p>Cllr Potter and Cllr Hunt left the meeting at 7.54pm.</p> <p>C. <u>Care of the Village Green including maintenance of the existing Trees:</u> The Councillors asked the Parish Clerk to obtain details of contractors who would water the trees.</p>	<u>LFL</u> <u>CM</u> <u>LFL</u>
134/22	<p><u>COMMUNITY HALL:</u> (Chairman of the Hall Committee: Cllr T Ashcroft)</p> <ol style="list-style-type: none"> <u>Update on Bookings:</u> Cllr Ashcroft reported there had been a drop-off on private bookings due to the increased cost of living. <u>Update on Finances:</u> As at 31st May 2022 the Lloyds Bank account balance stood at £25,884.25 and was £26,229.25 on 13th June 2022. This was signed by Cllr McLeish. <u>Update on Care of Building:</u> Mr Chris Maher reported that the Central Heating is now sorted out with a new additional pressure vessel installed. The replacement of the broken bi-fold door handle is outstanding. The Parish Clerk to follow up. <u>Update on Community Hall Signage:</u> The Parish Clerk to pick up this task again. <u>Update on NHB 40/21 – Blinds:</u> The Blinds have been installed but one is faulty and has gone back to the manufacturer to be fixed. <u>Any other business:</u> None. 	<u>LFL</u> <u>LFL</u> <u>LFL</u>
135/22	<p><u>THE QUEEN'S PLATINUM JUBILEE:</u></p> <ol style="list-style-type: none"> <u>Parish Celebration Friday 3rd June:</u> Review of the event. Cllr McLeish reported that the celebration was extremely well attended, with lots of positive comments made. At least 200 people were there at one point, with a maximum of approximately 250 in all. The raffle made £300, and £104 on the Tea Bar. She thanked all who helped and asked the Parish Clerk to formally write to Maggie Walsh and her helpers to thank them, Cllr Moth to provide names. <u>Provision of Picnic Table at Westerton Playing Field:</u> Update on Table and Plaque The Table arrived in time to be assembled in the Playing Field just before the Jubilee. The Plaque wording to be agreed and ordered. The Parish Clerk to action. 	<u>CM / LFL</u> <u>LFL</u>
136/22	<p><u>ALLOTMENTS AT MADGWICK PARK:</u></p> <ol style="list-style-type: none"> <u>Update on MP internal build meeting and possible provision date.</u> The Parish Clerk advised that Mr Brad Slingo is to have an internal meeting on 17th June to discuss the build, and a provisional timetable will be advised after that. The suggestion is that the Allotments would be available in the Autumn. Mr Slingo's previously circulated email asked some questions about the toilet block. Mr and Mrs John Brown of Grayle House previously circulated email asked the Parish Council to consider the boundary treatment. These will be looked as part of B. below. <u>To discuss forming a Sub Committee to review all requirements contained in the Planning Permission, and how the organisation / running of the Allotments might work.</u> Cllr Plummer offered to be on the sub-committee and he would reach out if more help needed. 	<u>DP / LFL</u> <u>DP / LFL</u>

137/22	<p><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA:</u></p> <p>A. The matter of the supply of a <u>Defibrillator</u> to be located at the Community Hall was raised – to be discussed at the next Hall Committee Meeting.</p> <p>B. Cllr Ashcroft asked if a new <u>Road Sign</u> could be obtained to show the sharp bend in Westerton Lane at the junction with Sidengreen Lane.</p> <p>C. Cllr Moth asked if the <u>Litter Bins</u> which were displaced and put back when the Cycle Lane was made, could be fixed properly. The 2 bins at the 2 bus stops in Stane Street need doing as unsafe. To be reported on Love West Sussex.</p> <p>D. <u>The Sussex Flag will be flown on Thursday 16th June being Sussex Day.</u> The Flagpole will then be taken down whilst a decision on its height / location is finalised.</p>	<p><u>TA</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p>
138/22	<p><u>PARISH FINANCIAL MATTERS (See separate emails for details of each item):</u></p> <p>1. <u>To approve the Accounts to 31st May 2022:</u> The Accounts had been previously circulated to all Councillors. There being no questions, the approval of the accounts was proposed by Cllr Moth seconded by Cllr Ashcroft, and the Accounts were signed by Cllr McLeish.</p> <p>2. <u>To approve the Lloyds Bank Account as at 31st March 2022:</u> The Lloyds Bank Statement had been previously circulated to all Councillors. The Year End figure was agreed and Cllr McLeish signed the Statement.</p> <p>3. <u>Internal Audit 2021-2022: Council should consider its recommendations and approve a plan to complete any actions identified, if needed:</u> The Internal Auditor's report had previously been circulated to the Councillors and was reviewed. The Parish Clerk has now adjusted the Asset figure on the AGAR form to agree with the cost value, rather than the insurance value. It was noted the VAT from previously years is still to be reclaimed. The Parish Clerk to ask for assistance from another Clerk. The approval of the report was agreed and was then signed by Cllr McLeish as Chairman.</p> <p>4. <u>Section 1 - Annual Governance Statement 2021/22: Council must approve this statement before it is submitted. Recommended: That the Annual Governance Statement for year ended 31st March 2022 is approved:</u> The Annual Governance Statement was completed. RESOLVED: That the Annual Governance Statement for year ended 31st March 2022 be approved. It was then signed by Cllr McLeish as Chairman.</p> <p>5. <u>Section 2 – Accounting Statements 2021/22: Council must approve these statements before it is submitted. Recommended: That the Accounting Statements for year ended 31st March 2022 are approved: RESOLVED:</u> That the Accounting Statements for year ended 31st March 2022 be approved. The Annual Return Accounting Statements was proposed by Cllr Holden, seconded by Cllr James, and all voted in favour. It was then signed by Cllr McLeish as Chairman.</p> <p>6. <u>Approve Internal Auditor for 2022/23 Audit: Continue with local auditor R S Hall & Co. Recommended: That R S Hall & Co act as Internal Auditors for this financial year ending 31st March 2023: RESOLVED:</u> That R S Hall & Co be approved to act as Internal Auditors for this financial year ending 31st March 2023. Proposed by Cllr McLeish, seconded by Cllr Burborough, and all voted in favour</p> <p>7. <u>Any other Business related to the Internal or External Audit:</u> None</p> <p>8. <u>To review a Grant request for 2022/23 from St Peters Church (was £800 for 2019/20 & 2020/21, £900 for 2021/22, £1000 in the budget):</u> The Councillors approved a grant of £900, all in favour. The Parish Clerk to action.</p> <p>9. <u>To fix a Finance Committee meeting date to discuss the Community Hall finances:</u> Date to be discussed at the Hall Committee Meeting.</p> <p>10. <u>Any other business:</u> The Parish Clerk to complete the Notice of Public Rights to be placed on the Noticeboards.</p>	<p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>TA</u></p> <p><u>LFL</u></p>
139/22	<p><u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS:</u></p> <p>It was noted that a letter of thanks had been received from Kent, Surrey & Sussex Air Ambulance in respect of the grant provided recently.</p>	
140/22	<p><u>DEALING WITH LOCAL ISSUES:</u></p> <p>None.</p>	
141/22	<p><u>QUESTIONS BY THE PUBLIC:</u> 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>1. The Parish Clerk to write to <u>Westhampnett Nursing Home</u> regarding their hedge on the north side of Stane Street - walking on the pavement is difficult.</p> <p>2. The Parish Clerk to follow up with <u>Goodwood</u> on the previous request for the Duchess Cottages on the north side of Stane Street to cut back their hedges - walking on the pavement is difficult.</p> <p>3. <u>Cycleway</u> on south side of Stane Street needs vegetation cut back on the edge and overhanging - the Parish Clerk to let Mr Mark Mason know, hopefully the volunteers will be able to deal with this.</p> <p>4. <u>FP416 – RR to Sidengreen Lane</u> – There is overhanging and outgrowing vegetation from the plantation that needs cutting back - the Parish Clerk to let Mr Mark Mason know, hopefully the volunteers will be able to deal with this.</p> <p>5. There is a small truck that is <u>parking on the verge opposite the Transit Site</u>. Whilst better than blocking the entrance / cycleway it is presumably on WSCC Highways land. Cllr Burborough to send the Parish Clerk a photo for her to action with WSCC / PCSO Jason Lemm.</p>	<p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>SB / LFL</u></p>

142/22	DATE OF NEXT FULL PARISH COUNCIL MEETING: 11th July 2022 Noted.	
143/22	CLOSE MEETING The Chairman closed the meeting at 8.39pm.	

Signed.....
Chairman of Meeting

Date.....