



Westhampnett Parish Council

Serving the villages of Westhampnett, Maudlin & Westerton

Minutes of the meeting of Westhampnett Parish Council held on Monday 10th July 2023 which took place in Westhampnett Community Hall commencing at 07:00pm

Present: Cllr W Holden (Chairman), Cllr D Plummer (Vice – Chairman), Cllr S Burborough, Cllr S Hannafin, Cllr S James and Cllr C McLeish

In attendance: Miss L Hill (Clerk), Jeremy Hunt (WSCC), Henry Potter (CDC), Andrew Ball (Rolls-Royce) and two Community PCSO's

5 Members of public also in attendance.

AGENDA

Meeting opened at 7.01pm.

62/23 Public Session.

- A resident raised a question to the council regarding the salt depot planning application and if they are objecting, a short discussion took place about this, and it was resolved that the council will respond once application has been reviewed. – **ACTION**
- A resident and volunteer for the Parish raised a question regarding the clerks working hours and other working commitments, Cllr McLeish responded confirming that the clerks' hours are set but flexible with times, emails are responded as they come in in order of urgency. The ROSPA report was also requested and confirmed that it will be sent in due course. It was also queried regarding councillor reports being sent to residents prior to the meeting, it was resolved that a further discussion would take place on how best to include the public whilst staying compliant. – **ACTION**
- A resident brought to the councils attention that the brambles on footpath 417, Maudlin to Westerton, need cutting back. Also Sidenham Green Lane the ditches are to be cleared, it was resolved to follow up with Goodwood regarding this. 3 Newly planted fruit trees have died and need replanting, Cllr Hunt noted this down to be actioned. – **ACTION**

63/23 Apologies for absence.

None.

64/23 Declarations of interest

Cllr Burborough as an employee of Rolls-Royce

Miss Louisa Hill – Parish Clerk
Email - Westhampnettclerk@gmail.com
Tel - 07354 990243

65/23 Minutes.

On a **proposal** from **Councillor James** and **seconded** by **Councillor Plummer** it was **RESOLVED** that the minutes from the meeting held on 10th July 2023 be accepted as a true account of what took place. This was **UNANIMOUSLY** agreed.

66/23 External reports on matters affecting the Parish

Cllr Jeremy Hunt (WSCC)

Government new Government Grant Funding for defibrillators

West Sussex County Council is urging organisations including clubs and local community groups to apply for government funding that could help increase the number of potentially life-saving defibrillators across the county. Applications are now open for grants from the Department of Health and Social Care's [£1million Community Automated External Defibrillators Fund](#). The fund aims to help save lives by increasing the number of automated external defibrillators (AEDs) in community spaces, where they are most needed. These include rural areas, places with high footfall and areas where there are vulnerable people. WSCC also supports and welcomes the initiative by central government to ensure all state-funded schools have at least one defibrillator, and highlighted they could be located at or near school gates to be accessible to the general public too. Vital to helping someone who is in cardiac arrest survive, a defibrillator needs to be found as quickly as possible. For every minute it takes for the defibrillator to reach someone and deliver a shock, their chances of survival are lower. We are therefore urging organisations, including all schools, to register their defibrillators on [The Circuit](#), the national defibrillator network available to the emergency services, so they can locate the nearest AED and signpost to it if needed in an emergency.

Guidance for businesses and business owners ahead of fire safety legislation change

I'm sure you are aware of the new fire safety legislation that comes into effect from 1st October, which includes new duties for businesses and buildings owners, including those responsible for Village Halls. However, I thought I would just reference this guidance in case you weren't aware and, as it also applies to residential properties that are let out, I thought your residents might be interested to see this latest information we have issued.

Changes to this legislation have been introduced through the Building Safety Act 2022, and represent the next phase of the Government's fire safety reform programme.

Just in case you are not familiar with the changes under the legislation, they include:

- Responsible persons will need to record both fire risk assessments and fire safety arrangements in full, regardless of the size or purpose of the business or premises
- Enhanced requirements for cooperation and coordination between responsible persons in premises where more than one is present

Miss Louisa Hill – Parish Clerk
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- Provision of information to residents setting out the risks from fire within their building and the fire safety measures provided to keep them safe (Residential buildings)

To help businesses and property owners prepare for the legislation WSFRS will be holding some free online Q&A sessions to explain the new legislation and answer any questions. To attend one of the sessions please book using the links below:

- [Monday 18 September, 1pm – 1.30pm](#)
- [Wednesday 20 September 5.15pm- 5.45pm](#)

You can read more about the changes on [WSFRS's website](#).

Performance and Finance Scrutiny Meeting- 7th September

The Performance and Finance Scrutiny Committee met last week to scrutinise the following papers:

- End of June 2023 (Quarter 1) Quarterly Performance and Resources Report_ A report by the Chief Executive and Director of Finance and Support Services setting out the corporate performance, finance, workforce, risk and capital programme positions as at the end of June 2023.
- Update on Council Plan and Medium Term Financial Strategy- A report by the Director of Finance and Support Services setting out the planning process for updating the Council Plan and Medium Term Financial Strategy to support business and financial planning over the next five years.

As usual this meeting was webcast and a recording of the meeting is now available on our website. For those interested in understanding the many services the County Council provides - and the challenges we face- the full Q1 PRR report and the update report on our Council Plan and our MTFS are available at:

<https://westsussex.moderngov.co.uk/ieListDocuments.aspx?CId=165&MId=3412&Ver=4>

A new multi-million-pound state-of-the-art fire training centre and fire station opens in Horsham.

This brand new, state of the art fire station, which became operational in July is the first of its type in the county. This purpose-built training centre and fire station represents significant investment from the county council, and the site has been designed to keep firefighters safe and prepared for incidents of any scale for many decades to come. Making the best use of resources is a key priority within our [Council Plan](#) (link), and this investment provides the West Sussex Fire & Rescue Service with the best possible facilities to help keep our residents as safe as possible.

The training centre has also been designed to support the county council's aims to become carbon neutral with features including:

Miss Louisa Hill – Parish Clerk
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- a live fire training facility that emits smoke back into the environment as clean air
- solar panels and electric vehicle charging points
- air source heat pumps that provide heating.

The new centre, [Named Platinum House](#) (link) has completely modernised the way in which we train our existing and future firefighters. It's enabled us to simulate more than 50 different emergency situations, so our firefighters can prepare and train to respond to a greater range of scenarios without having to travel outside West Sussex. The facilities have been built with a core focus on health, safety and wellbeing, and these requirements mean the site will be fit-for-purpose for future generations of firefighters.

Introducing "Book-a-bus" - the new flexible transport option for rural areas in West Sussex.

Travelling around parts of the county is now easier following the introduction of "Book-a-Bus", a new flexible and on-demand bus service recently launched by West Sussex County Council. "Book-a-Bus" now serves the rural areas between Chichester to Petworth and North Petworth - areas that previously had limited or no traditional bus services available. The service operates within set zones and offers to pick-up passengers in convenient locations when they need it, all for the same price as a standard bus fare. Fares are currently capped at £2 per trip until October 2023, thereafter £2.50 per trip until November 2024. With no conventional timetable or routes, the service operates on bookings received via the "Ride Pingo" app or by phone. Drop-off points with onward connections to travel by bus or train are also included within the service zone to ensure ease of onward travel.

Introducing Zone 1: The "99 Semi Flex" and "99 Flex"



Miss Louisa Hill – Parish Clerk
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Operated by Compass Travel, this zone serves the rural area between Chichester and Petworth. There are two types of service available to passengers: the “99 Flex” is fully on-demand, while the existing “99 Semi Flex” service incorporates some fixed stops, can deviate within pre-defined areas and can be booked seven days in advance. I note that there is one designated stop in Westhampnett (for details follow the link below)

Introducing Zone 2: The “98 Flex”



The second zone introduced under the “Book-a-Bus” service is the “98 Flex”, which covers the rural area to the north of Petworth. Operated by Community Transport Sussex, the “98 Flex” is an on-demand service that has no fixed timetable or route. The “Book-a-Bus” service is part of our [Bus Service Improvement Plan](#), a county council initiative, following a successful bid to the Department of Transport (DFT), which secured £17.4 million from central government to boost bus travel. The new service is part of a [series of initiatives](#) to make it easier and more attractive for residents and visitors to travel by bus.

How to book

To “Book-a-Bus”, residents need to download the “Ride Pingo” app or call our call centre on 01243 858854. Bookings for the fully flexible service can be made for up to five passengers per trip, subject to availability.

Anyone can use the service, anytime between 7am to 7pm, Monday to Saturday excluding Bank Holidays. For more information on “Book-a-Bus”, visit [westsussex.gov.uk/book-a-bus](https://www.westsussex.gov.uk/book-a-bus).

Finally, please don’t forget to keep an eye on our website, especially our news and campaigns page where you can keep up to date with all our latest news.

<https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/>

Also, a reminder that all our public meetings are webcast live and are also archived, so you can always view them later. <https://www.westsussex.gov.uk/about-the-council/how-the-council-works/watch-county-council-and-committee-meetings-online/>

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Jeremy Hunt – West Sussex County Council Member for Chichester North

c/o Cabinet Office, County Hall, West Street, Chichester, PO19 1RQ

E-mail: jeremy.hunt@westsussex.gov.uk Tel: 0330222419536

Cllr Henry Potter (CDC)

PC meeting 11/09/2023

District Councillors Report.

Further to my comment at July's meeting, the Council has published a Supplementary Planning Document for a six week public consultation period beginning on 23rd September. This document gives details of the need for more funding towards mitigating the impact of future development on the unacceptable traffic issues with the A 27. In a nutshell, the SPD published in 2016 to support the 2014-29 Local Plan, which is now nearing the end of a review, raised sufficient funding to improve the Portfield roundabout and the removal of Oving traffic lights, these have been completed at a cost of £11.17 million from Developer contributions. However the planned improvements to the Fishbourne, Stockbridge, Wyke and the Bognor roundabouts, which have been agreed with National Highways, have a estimated cost of between £86,14 and £126.11 MILLION!! Subsequently the new charge to developers of new housing which will further impact on the A27 congestion is suggested at £3,049 per bedroom. 3 bedroom home will attract a fee of £9,147. experience tells me that developers won't pay this and reduce their profits, it will simply be added to the selling price of the house, just as Community Infrastructure Levy did. I dare say there will be much resentment to come from the building industry on this matter during the consultation period.

Another decision made by the Cabinet is the implementation of the Public Spaces Protection Order-Dog Control 2023 which is such a lengthy document it is best read on the CDC website. It includes fouling of land by dogs, dogs on leads by direction and the exclusion of dogs from "Restricted Areas" all detailed in attached maps. Many of the areas highlighted are CDC owned or managed, others are foreshore areas but there are no areas included within The Goodwood Ward Parishes. This doesn't mean though, that the new directives don't apply, generally they must be adhered to, everywhere.

Finally, to continue with the "Trees outside Woodlands" project the Council will agree to accept Government funding of £120,000 per year 23/24 and again in 24/25. This will enable anyone to apply for more tree saplings to plant as we did last year. Those that were planted in various places throughout some Parishes seem to be doing quite well with about a 40% failure rate. This is fairly consistent with other Authorities which took part in the scheme and I hope we can repeat this in January and February next year. I have actually raised at least six saplings from seeds in my garden this year and look forward to moving them out as well in the spring.

The latest update from the SDNPA regarding the progress of the Centurion Way extension isn't very encouraging I'm afraid, there are still

a number of hurdles to be overcome not least of which is future funding for the required works. I do know that the proposed deviation through the woods on Cucumber Farm is of

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great concern and yet to be resolved. Any further information from the new CDC representative on the Park membership is lacking. The latest update we've seen was as a result of my request for it.

And that concludes my report.

Henry Potter.

CDC Member for the Goodwood Ward.

Andrew Ball (Rolls-Royce)

Westhampnett Parish Council ('WPC') 11.09.23 v1

Operations

- Normal operations are in place.

Proposed Extension

- Planning application now live on CDC Planning Portal, reference:

www.chichester.gov.uk/planningapplications

Reference: 23/01855/FULEIA

WPC were advised immediately RRMCM saw the application was live.

- RRMCM online information hub launched: www.rrmcmfhub.com

Includes downloadable information booklet. Hardcopies will shortly be delivered to 700 local households. Additional copies will be made available to the WPC.

Planning applications

Recent submissions, with decision:

- Discharge of Condition 10 (noise levels and hours of use) of planning permission WH/22/00090/FUL. Permit.
- Discharge of Condition 4 (delivery of materials and construction timetables) of planning permission WH/22/00777/FUL. Permit.
- Replacement of two existing electric charging vehicle spaces with six electric vehicle charging points and visitor parking spaces, the erection of a canopy and associated works including landscaping. Ref. No:22/01995/FUL. Permit
- Staff communication 'totems' / information screens – Application No. WH/22/03213/ADV (February 2023). CDC Town Planners site visit 8 February 2023 – approved 13 February 2023, now installed onsite.

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

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- Internal multi-tier 280sqm (increasing to 370sqm*), increased space to support production (September 2023).
 - *Additional internal mezzanine 90sqm, to support bespoke part storage requirements – to be combined with above works.
- Temporary portacabins to support internal office refurbishment works (September 2023) – onsite reshuffle to provide required additional space.
- Extension of temporary permission for Spectre events structure by 12 months (September 2023)

Information:

- Replacement polycarbonate canopy roof (Logistics Road) – the existing roof has reached 'end of life' – sections to be replaced over the next five years.

Events

Staff/family events:

- Being held on Friday 15 and 22 September 4.00pm – 9.30pm
- Tours of the site – no PA, music, entertainment etc.
- Likely increase in traffic at beginning/end of event
- Managed parking offsite for all attendees at Goodwood Revival car park, north of manufacturing plant

Recent News- Selection

ROLLS-ROYCE MOTOR CARS PRESENTS CONTEMPORARY COMMISSIONS AT FESTIVAL OF SPEED

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0423248EN/rolls-royce-motor-cars-presents-contemporary-commissions-at-festival-of-speed>

ROLLS-ROYCE REVEALS DROPTAIL COACHBUILD ROADSTER: APPLIED ART IN MOTION

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0429998EN/rolls-royce-reveals-droptail-coachbuild-roadster:-applied-art-in-motion>

ROLLS-ROYCE UNVEILS LA ROSE NOIRE: THE FIRST DROPTAIL COACHBUILD COMMISSION

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0429978EN/rolls-royce-unveils-la-rose-noire:-the-first-droptail-coachbuild-commission>

Rolls-Royce Reception: 01243 384000 or email: localenquiries@rolls-roycemotorcars.com

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PCSO Report – Brief Summary

Two Pcsos attended the meeting and confirmed that there would be of a PCSO presence within the community and surrounding areas. They confirmed they cover many neighbouring Parishes too. Multiple residents raised concerns about speeding and crime in the area, the PCSO response was that Westhampnett was generally a low crime area which is why they aren't seen around often, they urge residents to report everything as the more they report the more that it will be seen that crime is increasing and would lead to more Police/PCSO presence.

Cllr Ashcoft and Cllr Burborough explained that they do report but its sometimes difficult with the information the system requests, also lengthy wait times and that they would get more residents willing to do this if the process/system was made easier.

The PCSOs said that they would take this information back and pass it on to the relevant person.

67/23 Planning Report

- Cllr Burborough to review planning applications for 14 Stane Street and Salt Depot and make comments.
- On a **proposal** from **Councillor McLeish** and **seconded** by **Councillor Holden** it was **RESOLVED** that the fee for planning consultant James Illes be agreed. This was **UNANIMOUS**. - **ACTION**

68/23 Rolls-Royce Planning Application - WH/23/01855/FULEIA

It was agreed that the Parish Council will hire a planning consultant, James Illes, to assist with the response to the application. The council have agreed to take on separate responsibilities in groups as follows:

Public Rights of Way – Cllr Holden and Cllr McLeish

Ecology – Cllr Ashcroft and Cllr Hannafin

Highways – Cllr Plummer and Cllr McLeish

Other – Cllr James and Cllr Holden

- A member of the Public raised a question regarding the traffic report for the application, Cllr Plummer confirmed that this was included in the planning application documents and can be viewed online.
- Cllr Burborough also urged the public to make their own individual and personal comments and submit these.

69/23 Pump House Field Meeting

A discussion took place between Cllr Holden and Cllr Potter regarding this as there was confusion over the meetings as there are two separate meetings taking place.

Cllr Holden was advised by Cllr Hunt that a meeting between Parishes is permitted, Cllr Holden to follow up with this and make meeting arrangements. – **ACTION**

Miss Louisa Hill – Parish Clerk
Email - Westhampnettclerk@gmail.com
Tel - 07354 990243

70/23 Madgwick Park Update

Cllr Hannafin reported that issues are still ongoing with the landscaping and the handover so there isn't much to update with that. A residents meeting has taken place with 50 plus residents where concerns can be raised. 4 Shadow resident directors will be appointed to act in the best interests of the residents. Updates will be included in a newsletter and posted through doors. Allotments are not yet handed over but options are being discussed and further updates to follow.

71/23 Madgwick Lane Speed Indicator

It was **UNANIMOUSLY** agreed that this be investigated, Barrats have agreed £6000.00 towards costs.

72/23 External meetings

Cllr Burborough reported that the travellers at the end of Stane Street have been served notice. The site will be closed for Christmas, 11th December, through to New Year for maintenance. Residents urged to report if any travellers arrive as quickly as possible.

73/23 Community Hall Updates

To receive a general update on Community Hall Matters.

- Hall balance- £51,467.55
- 8 regular hirers, 18 private hirers
- Summer event went really well, 35 residents & children attended
- Diary looks busy so to plan ahead for future events
- Push for more advertising, updated leaflet and inclusion in newsletter to be discussed.
- It was discussed that a possible mound could be placed around the green for deterrence – **ACTION**

74/23 Clerks Report/Admin update

- Update on Westerton Defib given, problems with payments so temporarily placed on hold
- Plaques to be posted for the memorial bench
- Discussion on applying for 30mph speed limit for Westerton – **ACTION**
- Window cleaner for Hall suggested for cleaning of bus stops – **ACTION**
- Concave mirror discussed for Maudlin and to be investigated – **ACTION**

75/23 Accounting/Finance System RIALTAS

On a **proposal** from **Councillor James** and **seconded** by **Councillor McLeish** it was **UNANIMOUSLY** agreed and resolved that the clerk accept the quote and set up Rialtas.

76/23 Volunteers

On a **proposal** from **Councillor McLeish** and **seconded** by **Councillor Hannafin** it was **UNANIMOUSLY** agreed that the volunteers equipment and volunteers building costings/quotes be accepted and agreed.

77/23 Policy Adoption and/or review

The policies were viewed and accepted by the Council, it was **UNANIMOUSLY** agreed that these be adopted.

78/23 Finance

- UNANIMOUSLY agreed.
- UNANIMOUSLY agreed.
- UNANIMOUSLY agreed,

79/23 Parish Newsletter

Deferred.

80/23 Items for noting or referral to a future meeting

- Planters for Westerton Gates
- Noticeboard assembly

81/23 Meeting closed at 8.43pm.