



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

Clerk to the Council: Mrs Linda Lanham

Oak Tree Cottage, Claypit Lane, Westhampnett, Chichester PO18 0NU

Tel: 07960 947773 email: westhampnettclerk@gmail.com

www.westhampnettpc.co.uk

Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 12th November 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 R Fabricius, Cllr H Horne, Cllr S James, and Cllr C McLeish.

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

WSCC Cllr J Hunt, CDC Cllr M Hall, Mr Andrew Ball (Rolls Royce Motor Cars Ltd), Mr Brad Slingo (Barratt David Wilson Homes) and 7 members of the public also attended.

147/18	<p><u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE</u> The Chairman opened the meeting, welcoming all. There were no apologies.</p>	
148/18	<p><u>DISCLOSURE OF INTERESTS</u> None.</p>	
149/18	<p><u>CONFIRM MINUTES OF THE LAST MEETING</u> held on 10th September 2018, and the Extraordinary Meeting held on 17th October 2018</p> <p><u>RESOLVED:</u> That the minutes of the meetings held on 10th September 2018 and 17th October 2018 are approved by the Council and signed by the Chairman as a true record of the meeting. Those of 10th September were proposed by Cllr McLeish, seconded by Cllr James, and those of 17th October were proposed by Cllr Hardstaff and seconded by Cllr Horne. All voted in favour.</p>	<u>LFL</u>
150/18	<p><u>MATTERS ARISING</u></p> <ol style="list-style-type: none"> In response to the reported note on the Trinity Accounts that the Parish Council, being the owners of the Community Hall, had to pay towards various upkeep items on Roman Walk, Cllr Hardstaff stated that there is no such commitment under the terms noted on the Land Registry document. Cllr Hardstaff reported that she felt the Battle's Over Event was very impressive. 	
151/18	<p><u>REPORTS FROM EXTERNAL BODIES:</u> including District and County Councillors and local organisations.</p> <p>Due to having to attend another meeting as well, the Chairman agreed that:</p> <p><u>Mr Andrew Ball of Rolls Royce</u> could give his report first.</p> <p>Mr Ball thanked the Chairman and covered 6 items:</p> <p><u>Parking, Speeding and Congestion</u> – the new car park is on schedule and should have 492 spaces ready by the end of the year. The School car park may be a bit later, due to line painting. He said he was disappointed that staff continued to ignore the requests regarding parking and speeding, and advised that some staff had been disciplined. RR was reporting cars to CDC Enforcement who had issued tickets. There was new signage asking staff to respect the neighbours. RR is reporting every car breaking the law to the police and CDC. He said photos of the cars, minus number plate, were being circulated to all staff by email. He said there is to be managed barriers and he hoped the new car park would be a significant positive difference. He advised it is lawful for the lorries to go on the other side of the bollards. He apologised for the problems. As the plant is on full production the changeover time is causing a half hour blockage in the area with long queues. He said they were trying to work out a proper time buffer. Mr Derek Marlow, a resident, said it was getting worse, and he is putting Rolls Royce on notice that an accident is likely. Mr Ball said Rolls Royce were very aware of the parking in Roman Walk. Mr Andrew Blanchard, a resident, said in 2006 a carpark of 237 spaces was not created, why were they not built at the time? Mr Ball said he didn't know, but now at the maximum number of spaces. Mr Bob Holman, a resident, said he appreciates the success of Rolls Royce but they must have fully realised that the car park was woefully low in spaces, but they still went ahead with the expansion plans. This has created chaos in the village and churned up the verges. Mr Ball said he hoped the new car park would fix this and he was meeting with CDC to resolve this. Mr Ball thinks more problems may come from the Madgwick Park development and Rolls Royce would be happy to back permit controlled parking. They had talked to an outside parking company but nothing could be done as many of the roads are un-adopted. Rolls Royce is working with the police but they are understaffed. CDC is to talk to WSCC about double yellow lines in pinch points and crossings.</p> <p>In regard to the Speedwatch group, Rolls Royce will have a person to join the group.</p>	<u>AB</u>

<p>151/18 Cont.</p>	<p><u>Stagecoach buses</u> - they are not authorised to go up Claypit Lane.</p> <p><u>Construction traffic</u> – 1 vehicle went down Claypit Lane (the wrong way) and was dealt with.</p> <p><u>Wood Shop Flues</u> – In regard to the planning permission, when the Parish Council objected extra reports were commissioned and this has now been re-submitted to CDC. Cllr Hardstaff said the updated position had not yet been discussed.</p> <p>Mr Holman asked if, at the top of Claypit Lane where the Rolls Royce roundabout is, there could be a double white stop line for cars coming out of the Rolls Royce entrance onto the roundabout as they come out at speed, and often don't even pause let alone stop.</p> <p>Cllr Hardstaff asked if it would help to write to CDC, WSCC Highways and the Police asking them to address the parking issues. Cllr Harding said Rolls Royce is trying to resolve the problems.</p> <p>Cllr Hunt commented that he was talking to WSCC Cycle Lane team in regard to double yellow lines.</p> <p>Mrs Linda Lanham, a resident (as herself, not Parish Clerk) said she had complained to Rolls Royce about the car park contractor working on Remembrance Sunday, as it showed no respect for the solemnity of the day, and resulted in continuous working next door to her for 13 days without a break.</p> <p>Cllr Fabricius commented that some of the issues noted could have been avoided.</p> <p>Mr Ball left the meeting at 7-30pm.</p> <p><u>Report from Cllr Hunt:</u></p> <ol style="list-style-type: none"> 1. The Wrenford Daycare Centre would be closing by June 2019, and attendees will be split between the Chestnut Centre and The Judith Adams Centre. 2. The Government is trying to change the fracking regulations so that central government decide planning rather than local councils. WSCC has replied to the Government saying it is opposed to any attempt by the Government to dilute local democracy. 3. Cllr Hunt asked for the dates of the Parish Council meetings for the coming year. The Parish Clerk will send to him. <p>Cllr Burborough asked Cllr Hunt to follow up on the flooding at the CDC Depot which is causing pavement users to go out into the road to get around the flood. Mr Holman said it looked like a review has been made of it. Cllr Hunt asked for copies of any emails on this subject to be sent to him so he can chase it up. It was stated that rubbish is still coming off the wheels of the refuse trucks and is causing the drains to get blocked.</p> <p><u>Report from Cllr Hall:</u></p> <ol style="list-style-type: none"> 1. Cllr Hall said he had noticed a police car parked in Stane Street today. 2. In regard to planning in the district – he had attended a site visit to 2 houses in Bosham that had been built without planning permission. 3. He commented on proposals to have a temporary ice-rink in Priory Park for a 6 week period over Christmas. He was concerned that generators needed would be a problem, and also that there was to be an alcohol licence from 10am onwards daily. 	<p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>ALL</u></p> <p><u>LFL</u></p>
<p>152/18</p>	<p><u>MEMBERS' REPORTS:</u> To receive reports from Members where not covered in agenda below.</p> <ol style="list-style-type: none"> 1. <u>Telephone Box at Westerton</u>: Cllr Hardstaff reported that this has now been painted, in half a day! 2. <u>Hedge cutting and ditching</u>: Cllr Hardstaff reported that Goodwood had completed this. 	
<p>153/18</p>	<p><u>REQUESTS RECEIVED BY PARISH CLERK</u></p> <ol style="list-style-type: none"> 1. <u>Bus Shelter on Stane Street</u>: The revised quotation to add sides onto the existing shelter had been received, but was the same cost whether with glass or wooden sides. However, since then the south side cycle path discussions had continued, and Cllr Hardstaff suggested that it may be possible to obtain replacement bus shelters for Maudlin and Stane Street of the same design, plus possibly a shelter for the bus stop at the western end of Stane Street. The Parish Clerk was asked to write to Keith Budd, WSCC. 2. <u>Cut back hedges in Old Arundel Road</u>: There are overgrown hedges on both sides of the road, and the owners are to be asked to cut them back. 3. <u>Additional Post Box</u>: Due to the growing population, the Parish Clerk has been asked to write to Royal Mail to request an additional Post Box at the western end of the parish near to The Sadlers / Madgwick Lane. 4. <u>Lights on the Village Green</u>: The 6 street lights are marked PC1-6. PC6 was not working, now is, but has the wrong colour bulb. The entire pole is to be changed for a hinged one and the bulb replaced correctly. Roman Walk lights 1 & 2 are not working, reported to Trinity by a resident, and Stane Street 22 is not working, reported to SSE by a resident and by the Parish Clerk. 5. <u>Bus Survey</u>: The Parish Clerk was asked at this meeting to request that Compass service 99 be permanently diverted via Westerton. Cllr Hall remarked that it is likely there would be route changes to Stagecoach service 55 in the future. 	<p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p>

PLANNING MATTERS

Cllr Hardstaff reported as follows:

Planning Applications:**WH/18/02273/DOM**

Proposed single storey rear extension to replace existing conservatory. Overnoons, Stane Street Westhampnett.
Parish Council: No Comment.
Decision: Permit.

WH/18/02003/FUL

Demolition of existing garage, construction of additional dwelling & associated works, subdividing the plot.
Greytiles, Claypit Lane, Westhampnett.

Parish Council: OBJECT for same reasons as previous application:-

- Backland development.
- Un-neighbourly to Camelot in front.
- Urban style development in rural area – increase density & change character of area.
- Unnecessary in terms of housing provision – Westhampnett fulfils Local Plan requirement until 2029.
- Any additional housing requirement can be met by alternative sites within the Parish already identified.

WH18/01108/FUL

Erection of 3no. external flues.

Rolls Royce Motor Cars, The Drive, Westhampnett.

Parish Council objected to the original application with concerns about usage (no. hours); noise and odour emissions from the flues. Subsequently reports from consultants employed by RR have conducted tests and concluded that their results fall within permitted parameters.

Parish Council to decide whether they continue to Object or accept the findings and withdraw the objection.

ALL**WH/18/02225/FUL**

Provision of an additional 2no. industrial units (B1/B2), with car parking.

Maudlin Mill, Sidengreen Lane, Maudlin, Westhampnett.

This site has developed by stealth over a number of years.

The building recently erected is out of character and very visible from the surrounding rural landscape, particularly at night & winter evenings when the building is lit.

This application proposes two further large industrial shed style buildings, clad in metal with aluminium windows and doors. Proposed operational hours are 7.30 – 18.00 Mon-Fri & 7.30-1300 Sat, plus security lighting.

It is considered that the scale, design & operation proposed is out of character with the rural environment and would have a detrimental impact. More suitable locations are available within close proximity.

Strong objection recommended.

ALLMadgwick Park Housing Development:

Programme:

September 2018 - Commence on site.

New Year 2019 - Show homes open.

Spring 2019 - 1st occupation.

70 – 80 houses per annum.

3 4 years to build out site.

2022/23 all houses occupied.

Allotments with toilet facilities & car parking located in S.E. corner of site will be provided as part of the development. On completion, they will be handed over to the Parish Council for on-going management.

Parish Council has requested an additional bus stop on north side of Stane Street, close to vehicle entrance into The estate.

A footpath on the north side of Stane Street from Madgwick Park to the one beyond the Church, will be created As part of the development.

Developers to send copy of S106 to Parish Council, for records.

LFLCDC Local Plan:

Currently under review to identify more housing sites up to 2035.

Following a call for Sites, consultation took place with representative from all Parishes. At which stage a Requirement for an additional total of 50 homes over the entire period was being considered for Westhampnett.

The Parish Council indicated their agreement to the number proposed but not the locations suggested.

Formal consultation is now in progress – documents available on:

<http://chichester.moderngov.co.uk/ieListDocuments.aspx?CId=135&MId=1142>

Subject to confirmation

Cllr Hardstaff reported that she cannot find any reference about the Parish requirement to accommodate any additional homes within the document, although proposals for housing north of Madgwick Lane/west of airfield appear to have been withdrawn.

January 2019: CDC approval to preferred approach.

Feb/March 2019: statutory consultation.

April 2019: submitted to Secretary of State.

September 2019: examination hearing.

March 2020: adopted.

ALL/ JLH

155/18	<u>NEIGHBOURHOOD PLAN</u> Cllr Hardstaff reported that the Neighbourhood Plan had been circulated to all Councillors and a few comments had been made. Now moving onto the next stage. She noted that Boxgrove had lodged their Plan 11 months ago, still no decision by CDC, and in fact seems to be held back. This is depriving them of full CIL monies of 25%, instead only receiving 15% of what they are due.	<u>JLH</u>
156/18	<u>CHICHESTER INFRASTRUCTURE BUSINESS PLAN</u> Councillors to reply to the Parish Clerk by 19 th November.	<u>ALL</u>
157/18	<u>WSCC / CDC SPACE AUDIT REVIEW OF OPTIONS</u> Cllr Hunt said he was trying to speed this up. Miles Davy of WSCC had offered to do a walk around to assess the details, and the Parish Councillors wished to be included in that. The Parish Clerk was asked to follow that up with Miles, and obtain a date, and also advise Cllr Hunt as he wished to be included. Cllr Hunt and Cllr Hall left the meeting at 8.20pm.	<u>LFL</u>
158/18	<u>NHB 33/17 CHRISTMAS TREE & BATTLE'S OVER COMMEMORATION GRANT FOR CHICHESTER BEACON</u> The Parish Clerk confirmed that an application for a variation of the NHB 33/17 in the sum of circa £670 to cover the cost of the Christmas Tree Celebration has been made, and the reply is awaited. CDC has approved a grant of £250 for the insurance for the Battle's Over Commemoration event.	<u>LFL</u>
159/18	<u>BUS STOP / SHELTER BY MADGWICK PARK</u> RESOLVED: That the Parish Council make a formal request to WSCC Highways for the provision of a bus stop for the north side of Stane Street, and a bus shelter for the south side of Stane Street, both in the vicinity of Madgwick Park. This was proposed by Cllr Horne, and seconded by Cllr James, and all voted in favour. The Parish Clerk was requested to action.	<u>LFL</u>
160/18	<u>COMMUNITY HALL – CONTRACT / BUILD PROGRESS</u> Cllr Hardstaff reported that the contractors are to start on site on 20 th November. Mr Derek Marlow, a resident of Roman Walk, asked if the contractors could ensure that wheel washing takes place so that the section of road from Stane Street to the site remains clean. Cllr Hardstaff agreed to raise this at the pre-commencement site meeting.	<u>JLH</u>
161/18	<u>VILLAGE GREEN – UPDATE ON TRANSFER OF LAND AND FUNDS</u> RESOLVED: That the legal costs in respect of the transfer of the land and funds for the Village Green be accepted by the Parish Council, up to the sum of £2,000. The legal work to be carried out by the Parish Councils solicitors George Ide LLP. This was proposed by Cllr Fabricius, seconded by Cllr Harding, and all voted in favour.	<u>LFL</u>
162/18	<u>VELO SOUTH 2019</u> Cllr Harding said that although the Velo South 2018 event was cancelled due to the weather, the Parish Council is currently arranging a 4 Parishes Review Meeting with Louise Goldsmith and possibly Gillian Keegan MP.	<u>WPH</u> <u>LFL</u>
163/18	<u>VOLUNTEERS</u> Mr Bob Holman, leader of the Volunteers, said that no dinner was required this year as it has been a very short season due to the dry weather. Cllr Harding thanked the volunteers and suggested that they deserved a meal anyway for all the tasks undertaken. Mr Holman said thank you, and he would prefer to do it in the Spring. The Councillors supported this suggestion so Cllr Harding proposed the meal, and Cllr James seconded.	
164/18	<u>COMMUNICATION WITH RESIDENTS OF THE PARISH</u> Cllr McLeish said that there is the Parish Council website and the Community website, plus the Parish Council Facebook page; however residents are still unaware of the recent activity within the Parish. A paper newsletter, 2 sides of A4, has been created by Cllr McLeish and Cllr Burborough. Rolls Royce had kindly printed these previously and the Cllrs would approach them to ask if this could be done again. Volunteers to do the delivery to all households in the parish were agreed. The timing would be within the next week or so to bring residents up to date with the Community Hall, Neighbourhood Plan, Christmas Tree Event, Speedwatch, Madgwick Park development including allotments, the Volunteers and the new Rolls Royce Car park. Website, Facebook and contact details would also be shown. It was suggested that future newsletters could possibly be combined for delivery with the Church newsletter.	<u>CMcL</u> <u>/SB</u> <u>LFL</u>
165/18	<u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u> None	
166/18	<u>PARISH FINANCIAL MATTERS</u> 1. Noted that RBS Accounting is now being kept to date by the Parish Clerk. However the accounts up to 31 st October 2018 are not available yet, and will be circulated by the Parish Clerk. 2. The Parish Clerk will arrange a meeting for the Finance Team of Cllrs Hardstaff, Burborough and McLeish to meet to review the budget for 2019/20. Mr Bob Holman will do a budget for the Volunteers. The precept needs to be approved at the next Parish Council meeting on 21 st January, and advised to CDC by 25 th January 2019.	<u>LFL</u> <u>LFL</u>
167/18	<u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS</u> None	

168/18	<p><u>DEALING WITH LOCAL ISSUES</u></p> <p>None</p>	
169/18	<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>Mr Brad Slingo introduced himself as he is the Technical Co-ordinator for the Madgwick Park developers. He has taken over from his previous colleagues now that the development is in progress. He asked if he could give an update on a regular basis and this was welcomed by the Councillors. (This will be under Reports from External Bodies in future). He said the main item for the Parish Council to think about is the details in regard to the Allotments. Mr Bob Holman was asked by Cllr Harding to look into this, and the Parish Clerk offered to provide Mr Holman with a copy of the allotment layout. It was confirmed that the Allotments are for the entire Parish not just the residents of Madgwick Park.</p> <p>Mr Slingo also said he would be able to arrange a site visit for the Parish Council.</p> <p>Mr Slingo was asked to ensure that wheel washing is carried out to prevent mud getting on the road.</p> <p>It was noted that hedges had been removed, and Mr Slingo said this was to allow for the visibility splays necessary.</p> <p>The Parish Clerk was asked to provide Mr Slingo with dates of the Parish Council meetings.</p>	<p><u>LFL</u></p> <p><u>BS</u></p> <p><u>BS</u></p> <p><u>LFL</u></p>
170/18	<p><u>DATE OF NEXT PARISH COUNCIL MEETING: 21ST JANUARY 2019</u></p> <p>Noted</p>	<u>LFL</u>
171/18	<p><u>EXCLUSION OF THE PUBLIC</u></p> <p><u>RESOLVED:</u> That the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted.</p> <p>None</p>	
172/18	<p><u>CLOSE MEETING</u></p> <p>The meeting closed at 9.05pm.</p>	<u>WPH</u>

Signed.....
Chairman of Meeting

Date.....