



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 12th October 2020 via Zoom

Present:

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

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham, with WSCC Cllr J Hunt in attendance.

10 members of the public also attended, including Mr A Ball (RR).

Minute No	Item	Action
230/20	<u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE</u> Cllr McLeish opened the meeting, welcoming all via Zoom. CDC Cllr H Potter had sent his apologies.	
231/20	<u>DISCLOSURE OF INTERESTS:</u> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).	
232/20	<u>CONFIRM MINUTES OF THE LAST FULL PC MEETING held on 14th September 2020</u> The Minutes for the Parish Council meeting held on 14 th September 2020 were accepted. Cllr Burborough proposed that they be approved, this was seconded by Cllr Holden, all were in favour and they were then signed by the Chairman.	<u>CMcL</u>
233/20	<u>MATTERS ARISING:</u> To deal with any matters arising from the Minutes of the last meeting. None.	
234/20	<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>WSCC Cllr Jeremy Hunt submitted the following report, and took questions only:</u> <u>West Sussex COVID Update – as at Wednesday 7th October 2020</u> <u>Recorded Cases</u> In the 14 days between 20th September and 3rd October, 407 people tested positive for COVID-19. This is 73% higher than the number testing positive during the previous 14-day period (7th September to 20th September). The latest published seven-day incidence rate for England (published 5th October 2020) was 90.9 per 100,000 population and covers the period 24th September to 30th September. All districts in West Sussex have an incidence rate below that of England. Over the period 27th September to 4th October, Worthing demonstrated the lowest rate at 23.6 per 100,000 population, and Horsham had the highest rate with 49.2 per 100,000 population. Chichester recorded a 7-day incidence rate of 27.2 per 100,000 population. The overall West Sussex seven-day incidence rate was 33.0 per 100,000 population. <u>Adult Social Care: Our Covid-19 Winter Plan 2020 to 2021</u> On 18th September, the Government published its Adult Social Care: Our Covid-19 Winter Plan 2020 to 2021. The Plan sets out government's overarching priorities for adult social care, which are: <ul style="list-style-type: none"> • Ensuring everyone who needs care or support can get high-quality, timely and safe care throughout the autumn and winter period. • Protecting people who need care, support or safeguards, the social care workforce, and carers from infections including Covid-19. • Making sure that people who need care, support or safeguards remain connected to essential services and their loved ones whilst protecting individuals from infections including Covid-19. 	

Key actions for local authorities (for both self-funded care providers and local authority commissioned services) and NHS organisations to take include:

- Local authorities must put in place their own winter plans.
- Local authorities must distribute funding made available through the extension of the Infection Control Fund and report on how funding is being used.
- Continuing to take appropriate actions to treat and investigate cases of Covid-19, including those set out in the contain framework and Covid-19 testing strategy. This includes hospitals continuing to test people on discharge to a care home and Public Health England local health protection teams continuing to arrange for testing of whole care homes with outbreaks of the virus.
- Working together, along with care providers and voluntary and community sector organisations, to encourage those who are eligible to access their free flu vaccine.
- Local authorities should work with social care services to re-open safely day services or respite services or identify alternative arrangements.
- Continuing to work with providers to provide appropriate primary and community care at home and in care homes, to prevent avoidable admissions, support safe and timely discharge from hospitals, and to resume Continuing Healthcare (CHC) assessments at speed.
- Local authority directors of public health should give a regular assessment of whether visiting care homes is appropriate or not.

The County Council will continue to work with partners and develop an implementation plan to deliver the Winter Plan.

Care homes

There are 235 care homes for older people in West Sussex. The care homes provide around 8,608 beds. A third of these are commissioned by the County Council with the remainder commissioned through other local authorities, health, or funded directly by residents. The number of older people's care homes with a confirmed case of COVID-19 is 11 (staff and/or resident) and one suspected case. Currently there appears to be more cases occurring among staff rather than residents; therefore the presumption is that the transmission is likely to be happening outside of the care home.

More care homes are closing to admission and visitors where they are concerned that the virus could spread from the community, this is starting to impact on the ability of the health and social care system to discharge those medically fit for discharge. The Council is leading on the commissioning of alternative accommodation to support people to be discharged from hospital where it is not possible to discharge them directly to a care service.

Latest national guidance on residential care, supported living and home care guidance is available at <https://www.gov.uk/government/collections/coronavirus-covid-19-social-care-guidance>

Hospital capacity

At the present time there is adequate acute hospital and community bed capacity in West Sussex. However, hospitals are now facing increasing pressures with rising numbers of Covid-19 positive cases - symptomatic and asymptomatic – and there will be challenges to managing this on the wards. Hospitals are also being expected to deliver against the national restoration plans including for cancer treatments. Health and social care partners are currently reviewing what community capacity is required to support the system with dealing with the increase in Covid-19 positive patients alongside usual winter pressures.

Shielded and Community Hub

The Community Hub remains in operation providing support seven-days-a-week from 8am to 8pm, where residents of West Sussex are able to receive same day support (weekdays) due to any hardship as a result of COVID-19. Since the new webpages were created in May, we have received a total of 67,969 unique visits to our COVID-19 advice and information section. In September alone, we received 22,422 unique visits to the same section. For full details go to <https://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/covid-19-alert-level-weekly-data-and-outbreak-control-plan/>

Libraries

Libraries continue to offer lending and return, information services, study sessions and access to IT. We are working towards a plan that will allow an increase in accessible hours to the library service along with the opportunity to carefully reintroduce some partnership delivery and some much-missed activities. Although we are only open at 40% of the pre-Covid timetable, we are lending 50% of the September 2019 figures and we dealt with 28,000 requests in September. It is important to note that some of these loans are being made possible by out-of-hours deliveries and virtual services so that we can keep up with demand. We are pleased to be able to offer this service.

Record Office

The Record Office continues to offer Covid-secure and bookable research appointments which are proving popular. They are also piloting some additional offers for online research.

Registrations of Births & Deaths

We are still encouraging people to register their new babies. The total number of babies unregistered, up to and including 1st October, is 820, so we are doing as much as we can to communicate with new parents that this service is available again. Since re-opening at the end of June, we have registered 3,800 births.

Ceremonies

WSSCC Ceremonies staff have been under considerable pressure to help hundreds of couples, each with individual issues and concerns. Even with the reduced number of guests, some couples are still keen to have their ceremonies, as well as simple citizenship ceremonies which are being held in Crawley on Saturdays.

Training and Skills

On Tuesday 29th September the Prime Minister announced plans to transform the training and skills system. More details can be found at: <https://www.gov.uk/government/news/major-expansion-of-post-18-education-and-training-to-level-up-and-prepare-workers-for-post-covid-economy>

Our current alert level, weekly data, Outbreak Control Plan and other Covid related information, including a link to our Community Hub, can be accessed on the following website:

<https://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-advice-and-information/covid-19-alert-level-weekly-data-and-outbreak-control-plan/>

If you have any queries you can also email: publichealth@westsussex.gov.uk.

Local Issues.

- I'm very pleased to see that your Operation Watershed work now has a scheduled date for the work. Ideally it would have been sooner, but at least it is now in the system.
- In regard to the ongoing issue with a bollard at the end of Old Arundel Road, and following my update last month, I visited the site again about ten days ago and was pleased to see that a new bollard had been installed. Hopefully it is still there!
- Roger Elkins, the Cabinet Member for highways has released an update to Members on this year's winter gritting plans. Over the majority of last winter c.42% of the county's roads were treated and the same percentage will be treated this winter. Town and parish councils will be updated via a newsletter this week – in fact you might already have received that update.
- With reference to the Chichester Road Space audit and the implementation of the additional yellow lines, I understand that is still planned for late this year or early next year.
- Lastly, I also noticed last week that glass was being installed in the bus shelter opposite Roll Royce. I hope that was the fitting of the extra tough glass we are supplying and not another replacement due to vandalism!

(NB from the Parish Clerk: This is mesh in the Bus Shelter opposite Madgwick Park, not glass at above location)

Other Updates

- This week is National Adoption Week. To find out more about adopting a child in West Sussex please visit <https://www.adoptionsoutheast.org.uk/>
- The County Council continues to work hard to understand the long-term financial implications of Covid 19 – which I'm sure you can imagine are going to be immensely challenging. Currently we are working on our budget for 2021/22 and our MTFs from 2022 to 2025. This is complicated by not yet knowing the level of government funding beyond the end of the current financial year and we are not likely to know this until the Autumn budget, or even as late as the Local Government Finance settlement in early December. We are also in the process of finalising our 'Reset and Reboot' plans, which we will be setting out later in the year.
- We webcast all our public meetings – which are still being held virtually – and you can find a list of October's meetings on our website @ <https://westsussex.moderngov.co.uk/mgCalendarMonthView.aspx?GL=1&bcr=1>
- Household Recycling Sites – just to remind you that our recycling sites are now working to winter hours through to 31st March 2021. The winter hours are 9am until 4pm, including weekends. During the winter the Westhampnett site will also be closed on Tuesdays. Other sites across the county will be shut on different days
- Lastly, we are also continuing to issue our Town and Parish News, as well as regular press releases (<https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/>). Please check these sites regularly, particularly both our Coronavirus website and the CDC coronavirus website, and for other regular updates.

Jeremy Hunt – West Sussex County Council Member for Chichester North
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Cllr Holden asked about the use of clear bags to dispose of rubbish at HWRS? Cllr Moth asked why it is necessary to have items in bags at all? Cllr Hunt said he would find out from Cabinet member Deborah Urquhart the next day and advise.

Mr Andrew Ball (RR) asked where the yellow lines mentioned above are to be? The Parish Clerk explained this in detail.

Cllr Holden asked if the Westerton Lane Road Closure Notice could be sent to himself and the Parish Clerk, as this has not been received. Cllr Hunt agreed to supply this.

JH

Mr Andrew Ball (Rolls Royce Motor Cars) submitted the following report, and took questions only:

Operations

No change to advisory from previous meeting reference:

- Two-shift working operational.
- Currently around 30% of office-based staff are onsite daily, working on a rotational basis.
- We are utilising our three car parks – within our planning permission – as effectively as possible.
- Additional buses – double the previous number - are in operation to and from Bognor Regis to allow for social distancing.
- All visitors to the Home of Rolls-Royce are asked to follow our strict Health & Safety rules, in compliance with PHE guidelines.

Planning applications

- Planning application 20/02120/FUL regarding the ongoing use of two temporary structures – Permitted.

Action taken as a response to items raised at last WPC meeting

- All employees have been reminded that they must park on site, respect local speed limits and respect local residents by leaving the site quietly and safely. This message has been reinforced through our weekly team brief and local management briefings.
- Employees incorrectly parking in Old Arundel Road targeted by Security and redirected to our car parks.
- Logistics Team advised re: Acumen lorries speeding along Stane Street – supplier contacted.
- Weeds sprayed along the side of Claypit Lane inside R-RMC fencing. More bark to follow, as requested.

Latest news

WINNERS REVEALED IN WORLDWIDE ROLLS-ROYCE YOUNG DESIGNER COMPETITION

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0318631EN/winners-revealed-in-worldwide-rolls-royce-young-designer-competition>

MUSE, THE ROLLS-ROYCE ART PROGRAMME TO ANNOUNCE DREAM COMMISSION SHORTLIST ON 21 OCTOBER 2020

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0318410EN/muse-the-rolls-royce-art-programme-to-announce-dream-commission-shortlist-on-21-october-2020>

ROLLS-ROYCE REVEALS NEW GHOST EXTENDED

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0317669EN/rolls-royce-reveals-new-ghost-extended>

Mr Ball advised that the work permitted under the above Planning Application was underway.

Mr Ball said that there had been 5000 entries from around the world for the Young Designer competition, and there would be another competition for children.

Mr Ball remarked that there had been little communication from the Community. Mr Andrew Blanchard, a resident, said the lorries were travelling faster and faster along Stane Street, and surely their tachos can prove the speed they are doing. Mr Ball said he would escalate this matter again. Mr Blanchard also said there had been 2 cars with Car Park passes parking in Coach Road. Mr Ball said he would check this.

AB

AB

AB left the meeting at 19.20.

CDC Cllr Henry Potter submitted the following report:

District Councillors Report

The only thing that happened in the Council which will have a profound effect on our community is the making of a Public Spaces Protection Order. This is an added Order to the Anti-Social Behaviour, Crime and Policing Act of 2014 and particularly deals with fouling of land by dogs.

The land specified is, "any land to which the public has permitted access" and this includes public parks, footpaths. The Order also addresses dogs on leads by direction of the Local Authority, including Parish Councils and private landowners, but here there could be contention as the Animal Welfare Act of 2006 makes it a legal requirement for those in charge of a dog must ensure that it gets sufficient and suitable exercise such as walks and runs "off

	<p>lead"! This Order was made subsequent to a full public consultation which was carried out between the 17th July and 14th August this year and will enable the Council to deal with dog related nuisances in the District.</p> <p>One area which has suffered the most during this Covid pandemic, is the leisure industry everywhere not just in Chichester District. To this end the Council are already considering how the huge fall in visitors and tourists can be enticed back to visit when we get back to normal. An events strategy is being worked up to encourage promoters to use the many open spaces we have in the District and are actually owned and managed by the Council. Such things as Festivals in Priory Park, a return of the Ice Rink and exhibitions at the Museum and Pallant House. Some popular Music stars visiting the Festival Theatre during the winter months in the future would, I'm sure, be most welcome.</p> <p>The Council Offices are still closed but specific meetings can be arranged by appointment, otherwise almost all Council Meetings continue to be held online as we do using the Zoom platform. It is encouraging to find a large number of the public who choose to join and at times take part in such meetings. And it looks as though this arrangement will continue until well after Christmas.</p> <p>Regarding local issues, I spoke to one of your residents who suffered flooding of his garden early this year and I learned that Southern Water had re-turfed his garden and improved the drainage of overspill into the ditch which runs along the eastern edge of his property! And this eventually runs into the Leisure Park lake!!!</p> <p>In addition S/W paid him £700.00 by way of compensation.</p> <p>I'm unaware of any further action with the Madgwick Park situation at the moment.</p> <p>And that concludes my report.</p> <p>Henry Potter. CDC Member for the Goodwood Ward.</p> <p>In his absence – the Parish Clerk mentioned that Cllr Potter had emailed Shona Archer, CDC Planning Enforcement Officer regarding the Sewage Tank / Pipeline at Madgwick Park, but she had not seen a reply. The Councillors asked that if no reply within 3 days then the Parish Clerk should take the matter direct to the Enforcement Officer.</p>	<p><u>LFL</u></p>
<p>235/20</p>	<p><u>MEMBERS' REPORTS:</u> To receive reports from Members where not covered in agenda below.</p> <p><u>Bus Shelter</u> - Cllr McLeish thanked Cllr James for the hard work he did in installing the mesh panels. He explained that the job took a lot longer than anticipated as he had to cut the new glazing bars to size on site. All agreed it looks very nice. Cllr James said he has the old glazing bars, and it was suggested they should be put in the External Store at the Community Hall in case of future need.</p> <p><u>All Parishes Meeting held on 16th September attended by Cllr Burborough and Mrs Jean Hardstaff</u> – it was reported that if there any <u>Travellers encampments</u>, they should be reported to Sussex Police on 101. Obtain a crime reference number and then inform CDC. Mrs Hardstaff said they were told the police are not moving them on unless there is a really good justification for doing so. Lots of Parishes asked why the site was not bigger; there are still 9 pitches. Regarding <u>Planning</u> CDC have relaxed their policy on pavement licences etc. The recent changes to Planning rules also now allow new dwellings, offices to become flats, and additional storeys. It will be interesting to see how many of the possibilities are used. The <u>Pop-Up Cycle Lanes</u> in Chichester have been a subject of complaints, and CDC are taking comments and assessing. Cllr Hunt confirmed that he is still working on getting them removed. It seems there are less than 1% of cycle users on 50% of the road lanes. Cllr Moth said decent cycle lanes were very valuable. Cllr McLeish advised she had shared the CDC Walking and Cycling Survey on the Parish Council Facebook and Next Door. Cllr McLeish thanked both for attending.</p>	<p><u>SJ</u></p>
<p>236/20</p>	<p><u>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</u></p> <ol style="list-style-type: none"> <u>Heavy Ivy</u> - CDC Depot were unable to assist with the problem of removing the large clump of heavy ivy on the Cycle Lane as it was just too big, so they reported it to WSCC. It has now been squashed back into the verge and is off the Cycle Lane. Hopefully, it will just decay naturally as a habitat! <u>VE Bench</u> – it has been reported that they are comfortable and being well used, thanks to all concerned. <u>2 x Benches on Village Green</u> – would it be appropriate to have the same make and design as the VE Bench? The Councillors agreed, and this will be progressed. Mr Bob Keatley asked if, at the same time the installation of the new benches was to be done, the repositioning of the benches in the play area could also be actioned. This to be considered as one large task, or 2 smaller tasks. <u>Solar Farm Dead Trees</u> – Cllr Hunt offered to contact the WSCC Your Energy Sussex team about this matter. <u>Litter Pickers / Rings</u> – Mr Derek Marlow confirmed the new rings were successful, and the Parish Clerk asked if 2 more should be ordered This was agreed. <u>LED Street Lights</u> – The Parish Clerk asked if Cllr Moth had been able to find the details of who to contact regarding the brightness of the new LED lights? She said there was no number, and Cllr Hunt offered to look into this. <u>Madgwick Park pathway</u> – Since this was reported last month, the Parish Clerk has received contact details for Jon Green, the Managing Director for David Wilson (Southampton), however there is now considerable work going on to create a pathway. Daily progress is being made and hopefully it will be finished very soon. <u>Litter Bin installation at Tilemakers</u> – This is still outstanding. It was advised that the one at Maudlin Bus Stop is not installed correctly either. The Parish Clerk to follow up. <u>Broken Speed Post at entrance to Madgwick Park</u> – Since reporting this to Love West Sussex the post is now standing up again! 	<p><u>LFL</u> <u>LFL</u> <u>JH</u> <u>LFL</u> <u>JH</u> <u>LFL</u></p>

237/20

PLANNING MATTERS: To receive a report on recent planning applications.

Planning Update since the last Parish Council Meeting on 14th September 2020

New Planning Applications for the period week 38 (16/09/20) to week 41 (07/10/20) inclusive

WH/20/02377/TPA - Case Officer: Henry Whitby

Mr Richard Avery

10 The Sadlers Westhampnett Chichester West Sussex

Crown reduce by approx. 3-4m (all round) to previous pruning points and crown lift by up to 3.5m (above ground level) on 1 no. Horse Chestnut tree (marked on plan as T1, TPO'd as T3) subject to WH/68/01075/TPO.

O.S. Grid Ref. 487530/106006

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QH0EJ4ER10V00>

The PC has no comment to make 12/10/20

WH/20/02373/LBC - Case Officer: Maria Tomlinson

Mr John Brown

Grayle House Stane Street Westhampnett PO18 0NT

Formation of opening in internal wall and installation of a pair of glazed and timber framed internal doors at ground floor level.

O.S. Grid Ref. 488048/106155

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QGY3H7ERGF100>

The PC has no comment to make 12/10/20

WH/20/02371/LBC - Case Officer: Calum Thomas

Mr John Brown

The Close Stane Street Westhampnett PO18 0NT

Installation of replacement window and new pair of glazed external doors to existing front porch.

O.S. Grid Ref. 488046/106163

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QGWGI3ERGE600>

The PC has no comment to make 12/10/20

Update on outstanding Planning Applications

WH/20/01903/OBG - Case Officer: Jane Thatcher

Ms Julian Jones

Land North Of Madgwick Lane Westhampnett West Sussex

Deed of variation to the S106 Agreement in relation to applications 15/03524/OUTEIA and 15/03884/OUT - Madgwick Lane for a change in the trigger for the sports provision from the 200th dwelling (as drafted) to the 225th dwelling (as proposed). The relevant part of the S106 Agreement is Schedule 1, section 6, paragraph 6.2.

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=QE89M0ER0WT00>

The Parish Council lodged the following comment:

Westhampnett Parish Council wishes to OBJECT to the proposed change to the S106 Agreement, as stated in the application.

The Parish Council sees no reason to delay the sports provision as 200 houses was set in order to provide facilities at a projected number of residents within the 200 houses. Increasing the trigger point to 225 houses is denying all the earlier residents the use of this important facility until a later date than would have been the case.

Decision due by 28/10/2020

Decisions

WH/20/02120/FUL - Case Officer: Jane Thatcher

c/o Agent

Rolls Royce Motor Cars The Drive Westhampnett Chichester

Extension to use and structure of temporary storage building/tent for finessing (finishing activities) (approved under 17/01700/FUL).

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=QFD9S7ERMZA00>

"the existing temporary structure adjacent to Building 51 is proposed to be renewed further a further 5 years (until 31st December 2025). In addition, the proposal extends the size of the structure by 17m, providing a total of 12 finish bays – an increase from 7 finessing bays previously. This increase in the size of the structure increases the floorspace to 1080sqm (from 825sqm). "

The PC has no comment to make

This was PERMITTED on 28/09/2020

Time limits and implementations conditions:-

1) The building and works hereby permitted shall be removed and the land restored to its former condition, or to a condition to be agreed in writing by the Local Planning Authority, on or before the expiration of the period ending on 31 December 2025. To clarify, this temporary permission allows the dismantling and reconstruction of the marquee during this period.

Reason: To accord with the terms of the application and temporary need for the structure, and in order not to prejudice consideration of future proposals for the site.

2) The development hereby permitted shall be carried out in accordance with the plans listed below under the heading "Decided Plans"

Reason: For the avoidance of doubt and in the interests of proper planning.

Conditions to be compiled with at all times following completion of the development:

3) The development hereby permitted shall only be used if the pollution control measures have been provided, including the provision of 3 spill kits within the marquee and double bunding the heating equipment. The pollution control measures shall thereafter be retained. All waste from the marquee use will be dealt with using the waste management arrangements as existing for the business site as a whole.

Reason: To prevent contamination on site and to ensure waste is properly dealt with.

4) At the nearest receptor, the rated sound levels shall not be more than 2dB above the background sound level for the time periods as shown in Table 6 and Table 7 of the submitted Rolls Royce Motor Cars - Noise Impact Assessment Temporary Structure, produced by Arcadis (August 2020), when assessed in accordance with BS4142:2014.

Reason: To safeguard the amenities of neighbouring properties.

5) The development hereby permitted shall not be lit, either internally or externally, between the hours of 23:30 and 06:00.

Reason: To minimise light pollution and glow.

6) The development hereby permitted shall not be used other than for the purposes described in the application description, unless otherwise agreed in writing by the Local Planning Authority.

Reason: To protect the environment and the amenities of local residents.

7) The development hereby permitted shall operate in full accordance with the described activities (section 2) and the proposed mitigation measures (section 7), including the implementation of a 'good neighbour' policy, as set out within the submitted Rolls Royce Motor Cars - Noise Impact Assessment Temporary Structure, produced by Arcadis (August 2020).

Reason: To protect the environment and the amenities of local residents.

HELAA

Mrs Jean Hardstaff reported that the new CDC HELAA information had just been published and that the map for Westhampnett showed the land proposed for development by CEG was excluded. She queried whether there will or will not be an application? Cllr Holden said the increase in Westerton was from 52 houses currently there to a total of 160 houses. An extra 90 houses on the Civil Defence land – what about the wildlife there, it was alarming to see this. Mrs Hardstaff said this was a desktop study of where houses **could** be, and in the past the Parish Council has identified the Civil Defence site for housing, but at a lower number. Mr Derek Marlow, a resident, said that this report is an invitation to all and sundry, and not in any way a presumption of housing. Mrs Hardstaff said that Gillian Keegan MP has challenged the local housing numbers in Parliament, and it may be that CEGs proposal is outside of the CDC's ideas, but CEG may still put in an application, and may get it. Mrs Hardstaff remarked that if Maudlin is extended then effectively there will be a join up with Tangmere. Raughmere Field at Lavant is discounted in this report, the Parish Council need to keep an eye on the recent EIA application.

238/20

GOODWOOD AERODROME CONSULTATIVE COMMITTEE: Report on meeting held on 2nd October Cllr Burborough had attended this meeting. The proposed CEG development around Goodwood Aerodrome was discussed, and it was noted that the 400m exclusion zone applies to the Motor Circuit, not the Aerodrome. The runway lighting improvements will now be carried out next year. There had been a reduction in flights January – July this year against last year, with flights only being allowed during lockdown for engine health reasons. There is a review of the noise from Runway 24 to over the Lavant Gap. The next meeting is an EGM on 4th December 2020 and then normal meeting on 10th March 2021. A new Chairman of the GAAC is needed. Cllr Burborough will be attending on 4th December.

SB

239/20

UPDATE ON WESTERTON LANE, OPERATION WATERSHED PROJECT
Cllr Holden reported he has received verbal confirmation of the road closure from 11-15/1/2021, for no more than a week as it is a few day's work. It was noted that Road Closure signs will need to go up, and to find out when they should be done, so this can be checked.

WH

240/20	<p>SOUTHERN WATER RE: FOUL SEWERS CAPACITY IN STANE STREET: Update on correspondence with SW The Parish Clerk had continued her email communication with Southern Water, and it has resulted in them stating they have “a scheme in design to provide a permanent solution to drain the Madgwick Park development to resolve the flooding issues and remove the need for tankering arrangements”. Having asked for full details, this is still awaited. Cllr Holden said this was deliberate obfuscation, and residents were being ignored or fobbed off. The previous details provide have been contradictory, and as mentioned by Mr Bob Keatley, a resident, Madgwick park is connect ed to Stane Street by a diagonal pipe across. The Councillors asked the Parish Clerk to refer the whole matter to OFWAT.</p> <p>Mr Derek Marlow, a resident, asked if a map of the sewer at Hadrian Drive could be provided to him as there had been issues with sewage coming up where it should not be. Roman Walk drains in the pumping station, and the Parish Clerk has a map of that area and will forward.</p> <p><u>JH left the meeting at 20.28.</u></p>	<p><u>LFL</u></p> <p><u>LFL</u></p>
241/20	<p><u>KEEPING THE PARISH LOOKING GOOD – VILLAGE VOLUNTEERS:</u></p> <ol style="list-style-type: none"> <u>Volunteers Group, including Great September Clean</u> – Cllr McLeish thanked the volunteers for their great work over the season, including the recent litter picking largely carried out by Mr Derek Marlow. She said the new Hi-viz jackets were helping to let people know the work is being done by village residents, and anyone can come and help. <u>Trees</u> from the Woodland Trust are coming in early November and Cllr McLeish asked for ideas of locations around the village as to where to plant the 210 saplings as they are nuts / berries / woodworking types? Stane Street at Maudlin was suggested, and any other locations to be provide to Cllr McLeish as soon as possible. <u>Daffodils</u> – Ms Sara Watkins, a resident, had suggested that daffodils could be planted to brightened up the Stane Street area in the Spring. She explained that it would be necessary to plant the bulbs over the next few weeks, and it would need about 2000 at a cost of circa £285. They could be planted with bulb planters or have a digger scrape back the soil, plant and reinstate the soil. The Parish Clerk confirmed that budget was available for this as no community event had been able to happen in the summer as had been hoped. Suggestions of locations were made including the sloping areas alongside the cycle path in Stane Street, the Rolls Royce roundabout at the top of Claypit Lane, the area alongside the chestnut bollards opposite Madgwick Park, and the Village Green. It was noted that any planting on WSCC Highways land would need prior permission which would be difficult to obtain this year in the timescale needed. Match funding by RR was suggested, and that maybe new areas could be done every year to make a show over all the Parish. Ms Watkins said she would be happy to co-ordinate and take the lead on this project. Progress to be reported at the next PC meeting. <u>Christmas Trees</u> - Mrs Jean Hardstaff, a resident of Westerton, had suggested that the Tree there could be located beside the Bus Stop. This may be WSCC Highways land and so approval would need to be this sought for this. The Councillors agreed that it would be good to have 2 Christmas Trees in the Parish again this year, and the Parish Clerk confirmed that there had been provision in the budget for this. After discussion it was agreed to have 2 cut trees again and look at planting a tree or trees in time for next year. Due to coronavirus there could not be the big switch-on event as in previous years, it would have to be kept simple, with no public attendance. Cllr Moth offered to look for some very large baubles and Ms Sara Watkins offered to run the project. Mr Bob Keatley, who has been involved in previous years, said he could offer advice. Progress to be reported at the next PC meeting. 	<p><u>ALL</u></p> <p><u>SW</u></p> <p><u>CM / SW</u></p>
242/20	<p><u>ALLOTMENTS:</u> An update on the recent training course attended by the Parish Clerk, and how to proceed. NB: Latest revisions were under Planning Application WH/19/02346/REM</p> <p>The Parish Clerk had circulated an explanatory email detailing the areas covered by the training course, and recommendations arising from it. One of these is that, for new allotments, a Society should be set up to run them before they are available, and that membership of this Society should be a condition of renting an allotment. That way all allotment holders have a vote in the future direction of the allotments. Although the Allotments were originally going to be provided by BDW Homes circa July 2021, it is unclear how much of a delay has been caused by the Coronavirus lockdown. The Councillors agreed that this subject needs to be on the Agenda for the January PC meeting.</p> <p>Mr Derek Marlow, a resident, offered to contact BDW Homes to ask when they expect the allotments to be ready. The Councillors agreed this would be useful information.</p>	<p><u>LFL</u></p> <p><u>DM</u></p>
243/20	<p><u>COMMUNITY HALL:</u></p> <ol style="list-style-type: none"> <u>Update on Cleaning and appointment of a new Cleaner</u> – Cllr Holden reported Mrs Vikki Hibbert was no longer able to do the Hall cleaning due to Covid security for her place of work. She was thanked for all the work she had done. T & T Cleaning were now cleaning the Hall, using 2 ladies for 2 hrs each weekly, being 4 hrs in all. <u>Update on Bookings</u> – Mr Richard Skillern was not present to report. <u>Update on preparation for the appointment of a Caretaker</u> – Cllr Holden reported that Mr Richard Skillern, the Parish Clerk and himself had met to discuss the role of Hall Caretaker. This would be advertised on the PC Facebook and Hall website, and hopefully in the Church newsletter (December issue) with a closing date at end of December. Interviews in early January. The advert needs refining. <u>Report on Boiler Service / Fire Extinguishers check / Fire Risk Assessment</u> – The Boiler and Fire Extinguishers have been serviced and new Certificates issued. The Fire Risk Assessment has been done and the report is awaited. However, it is known that there are a few minor tasks to be tackled over the coming year, and that a Metal Petrol Store is needed, to be located outside. Agreement was given for the Parish Clerk to purchase. <u>Report on residue of Build items to be completed by Reilly's</u> – Mrs Jean Hardstaff reported that Reilly's would be attending the Hall tomorrow to replace the Perspex sheet and the cupboard lock, and to sort out the outside guttering roof membrane. The other outstanding work needed is a replacement padlock for the overhead barrier, replace temporary filling with paving slabs and remove the electric box in the car park. She is seeking dates to complete this work asap, and nothing will be paid until all the work is completed. 	<p><u>WH / RS / LFL</u></p> <p><u>LFL</u></p> <p><u>JLH</u></p>

	<p>6. <u>Update on Hedging on western boundary</u> – Cllr Holden advised he has given the dimensions and location to Mill Farm Trees and awaits a quotation.</p> <p>7. <u>Discuss when Greenscape Box Mowing is to start – next season Feb 2021?</u> – It was agreed to start this next year. The Parish Clerk to email Bill of Greenscape, the contractor.</p> <p>8. <u>Any other business</u> – Cllr Burborough remarked that a <u>sign on the Hall is needed</u> to show people what the building is. This was something that Rolls Royce had offered to do, and it was agreed to approach them again to see if still able to help. This is a project for 2021.</p>	<p><u>WH</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p>
244/20	<p>NHB 2019 APPLICATION- 32/20 RESOLVED: That the Parish Council accept and understand the Terms and Conditions of the New Homes Bonus Agreement NHB 32/20. All voted in favour. The Parish Clerk to sign both copies of the Terms and Conditions and one copy to be sent to Mr David Hyland.</p>	<u>LFL</u>
245/20	<p><u>VISIBLE “ENTRANCE” TO EACH PART OF THE PARISH – PERHAPS MARK BY WHITE GATES ON THE VERGE?</u> Cllr McLeish had reviewed the quotes with the suppliers who have confirmed the same values as February 2020. She has confirmation that the WSCC licence needed to put structure on Highways land would be free. Mr Darren Rolfe, Senior Community Solutions Officer in the Parish & Town Councils and Governance, Communities & Public Protection directorate at WSCC deals with the West Sussex Volunteers and has confirmed that the installation could be carried out by that team. Cllr McLeish will provide a map with the locations of the “gates” and send to WSCC.</p> <p>It was suggested that once installed some Daffodils could be planted around them, perhaps next year.</p>	<p><u>CMcL</u></p> <p><u>LFL</u></p>
246/20	<p><u>PC WEBSITE COMPLIANCE WITH PUBLIC SECTOR BODIES (WEBSITES AND MOBILE APPLICATIONS) (No. 2) ACCESSIBILITY REGULATIONS 2018:</u> This was noted that this was completed by 23rd September 2020, and the Parish Council thanked Sara Watkins for all her work on this item.</p>	
247/20	<p><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA:</u></p> <ol style="list-style-type: none"> 1. A <u>street sign is also needed for the Community Hall</u> to show people where it is. 2. PCSO Jason Lemm had contacted the Parish Clerk to offer to <u>update the Parish Council on local Policing</u>. It was agreed to invite him to attend one of the future PC meetings, and the Parish Clerk will advise him of several dates. 	<p><u>LFL</u></p> <p><u>LFL</u></p>
248/20	<p><u>PARISH FINANCIAL MATTERS:</u></p> <ol style="list-style-type: none"> 1. It was noted that there had been a receipt on 25th September of <u>CDC Grant of £250 for the VE75 Bench</u>. 2. To <u>approve the accounts to 30th September 2020</u>, which had been previously circulated to all Councillors: There being no questions, the approval of the accounts was proposed by Cllr James, seconded by Cllr Burborough, and all voted in favour. The Accounts were signed by Cllr McLeish. 3. To review the requested <u>Grant (£800 in 2019) from St Peters Church for the upkeep of the Churchyard</u> The written request was reviewed, and all agreed a grant of £800 be made. This was proposed by Cllr Holden, seconded by Cllr McLeish, and all voted in favour. The Parish Clerk to action. 4. To approve <u>NALC / NJC Clerks increase in holiday allowance by 1 day per year pro rata effective from 1st April 2020</u>. This was agreed, proposed by Cllr James, seconded by Cllr Burborough, and all voted in favour. The Parish Clerk thanked the Parish Council. 	<p><u>CMcL</u></p> <p><u>LFL</u></p>
249/20	<p><u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS:</u> None.</p>	<u>ALL</u>
250/20	<p><u>DEALING WITH LOCAL ISSUES:</u></p> <p>Cllr Holden advised that an email had been received by the Parish Clerk from Mr Steve Richardson, a resident of Westerton, who asked how to join the Westerton WhatsApp group, and said he was concerned about the lack of facilities in Westerton even though the residents pay the same level of Council tax as everyone else in the Parish. He cited no provision of mains gas, no street lighting, and no safe pathway for getting to the March School.</p> <p>Cllr Holden remarked that Westerton is just south of the SDNP which is a Dark Skies area, the provision of mains gas would be prohibitive, and although the path was bad during the flooding last winter, it is now OK.</p> <p>Cllr Holden advised that the Parish Clerk had dealt with the WhatsApp question and that he had contacted Mr Richardson, so that these matters could be discussed.</p>	<u>WH</u>
251/20	<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. None.</p>	
252/20	<p><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 9th November 2020</u> Noted.</p>	
253/20	<p><u>CLOSE MEETING</u> The Chairman closed the meeting at 9.34pm.</p>	

Signed.....
Chairman of Meeting

Date.....