



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 14th October 2019 at the March C of E School, Westhampnett

Present:

Parish Councillors: Cllr J Freeman, Cllr W Holden and Cllr R Morgan

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

19 members of the public also attended.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
195/19	<u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE</u> The Parish Clerk opened the meeting. Apologies received from CDC Cllr H Potter, Cllr C McLeish, Cllr S James, Mr M Gibb (Goodwood Aerodrome), Goodwood Estate, Mrs J Hardstaff and Mrs A Kent. As there was no Agenda item for WSCC, CDC or local organisations WSCC Cllr J Hunt and Mr A Ball (RR) did not attend. NB: The Parish Clerk has been advised that it is usual only to include apologies from Parish Councillors and not others, so in future this is what will be recorded.	
196/19	<u>ELECTION OF CHAIRMAN:</u> A nomination for the position of Chairman had been received from Cllr Freeman, and there being no other nominations a paper vote was taken. As a result Cllr Freeman was unanimously elected. Cllr Freeman completed the Declaration of Acceptance of Office, and took over the running of the meeting.	
197/19	<u>ELECTION OF VICE CHAIRMAN:</u> A nomination for the position of Vice Chairman had been received from Cllr McLeish, and there being no other nominations a paper vote was taken. As a result Cllr McLeish was unanimously elected. Cllr McLeish would need to complete the Declaration of Acceptance of Office as soon as possible as she was not at the meeting.	<u>CMcL</u> <u>/LFL</u>
198/19	<u>CO-OPTION OF UP TO 2 PERSONS AS COUNCILLORS:</u> There has so far not been anyone who has put themselves forward as a Councillor.	
199/19	<u>DISCLOSURE OF INTERESTS</u> None.	
200/19	<u>CONFIRM MINUTES OF THE LAST MEETING</u> held on 9 th September 2019 <u>RESOLVED:</u> That the minutes of the meeting held on 9 th September 2019 are approved by the Council and signed by the Chairman as a true record of the meeting. Proposed by Cllr Morgan, seconded by Cllr Holden and all voted in favour. The Chairman then signed the Minutes.	
201/19	<u>MATTERS ARISING</u> None.	
202/19	<u>PLANNING MATTERS</u> The Parish Clerk gave an update: <u>New Planning Applications:</u> 37 11/09/2019 WH/19/01278/DOM - Case Officer: William Price Mr Paul Calvesbert, Hadley House Claypit Lane Westhampnett PO18 0NU Construction of a 2 storey extension to West elevation, a single storey extension to the East elevation, an enlarged entrance hall to North elevation, changes to fenestration and associated works. Demolition of existing detached garage and realignment of drive. Reconfigured entrance with 2.2 metre high wall and gates. 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=PRA0TZERKRC00	

The Parish Council has submitted the following comments:

PLANNING APPLICATION WH/19/01278/DOM Construction of a 2 storey extension to West elevation, a single storey extension to the East elevation, an enlarged entrance hall to North elevation, changes to fenestration and associated internal works. Demolition of existing detached garage and realignment of drive. Reconfigured entrance with 2.2 metre high wall and gates. Hadley House Claypit Lane Westhampnett PO18 0NU

The application has been prepared and submitted without any prior consultation with Westhampnett Parish Council. It is disappointing that recently a number of new residents have prepared and submitted planning applications without first discussing their proposals with the Council. Potentially this could have avoided disappointment and bad feeling by applicants and existing residents.

House with swimming pool.

The Parish Council acknowledges that over time residential properties alter and extend to reflect social change and as such, the Council would not be opposed to reasonable proposals for alterations to this property. However it considers that the size and scale of the alterations currently proposed is excessive and form an unacceptable mass. The 2 storey extension on the western side of the property is very close to Milner House and is considered un-neighbourly in this rural setting. Likewise, the proposed extension for the swimming pool, is also considered un- neighbourly. Therefore the Council OBJECTS to the proposals.

Garage.

Demolition of the existing garage. Subject to siting, location of a triple garage could be considered if this was separate from and not integral with the house.

Entrance Drive.

The Council OBJECTS to the proposals to reposition the entrance to the driveway for the following reasons:- Although the Parish Council has no adopted Neighbourhood Plan much work has been carried out considering the aims and aspirations of the community. It is the Councils policy to maintain the rural nature of the community by retaining and enhancing existing hedgerows and trees to provide and maintain habitation for wildlife. In 1973, a Tree Preservation Order was made on this site and the land surrounding it, to maintain the rural nature of the area. The proposed repositioning of the entrance and re-alignment of the drive would require the demolition of several large mature trees and destroy the existing setting. Of particular visual importance are the two existing trees either side of the existing driveway, which would have to be felled if the application was permitted. Introduction of a 2.2m high wall with gates is contrary to the existing rural surroundings and considered unacceptable.

In conclusion, the Parish Council OBJECTS to the application.
Should the applicant wish to reconsider the proposals and discuss them with the Council prior to resubmission, the Council would be willing to meet the applicant.

40 02/09/2019 **WH/19/02346/REM** - Case Officer: Rhiannon Jones
Miss Rachel Ballam

Land North Of Stane Street Madgwick Lane Westhampnett West Sussex

Approval of reserved matters is sought in respect of landscaping only on Outline permission 15/03524/OUTEIA.

O.S. Grid Ref. 487830/106239

To view the application use the following link;
<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PXO8LNERHRA00>

This application is in regard to Madgwick Park, and includes the Allotments and other Landscaping.

The Parish Council to assess, and may submit comments.

202/19 Cont.	<p><u>Decision:</u></p> <p>WH/19/01339/DOM & WH/19/01340/LBC - Case Officer: Maria Tomlinson Mr Keith Walters The Hollies Westerton Lane Westerton Chichester</p> <p>Construction of an orangery, widening of back door, reinstatement of internal partitions, conversion of existing car port to garage,</p> <p>repair and addition of gutter to dormer. O.S. Grid Ref. 488626/107358</p> <p>To view the application use the following link; https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=PRNFK4ERL1400</p> <hr/> <p>Permitted on 30/09/19 with reduced size of Orangery and allowing for better car-turning by garage.</p>	
203/19	<p><u>NHB 2019 APPLICATION – 45/19</u></p> <p>A resident asked how the NHB funds were to be used, and the Chairman explained using the spreadsheet of items amounting to £18k that are required to open the Community Hall for use. Mr R Keatley, a resident, remarked that if CCTV is required he has a contact, and he will gladly pass on details at the end of the meeting.</p> <p><u>RESOLVED:</u> That the Parish Council accept and understand the Terms and Conditions of the New Homes Bonus Agreement NHB 45/19. Proposed by Cllr Morgan, seconded by Cllr Freeman, and all voted in favour. As is required, the Parish Clerk then signed both copies of the Terms and Conditions and one copy will be sent to Mr David Hyland.</p>	<p><u>RK</u></p> <p><u>LFL</u></p>
204/19	<p><u>COMMUNITY HALL</u></p> <p><u>Updates were received in regard to:</u></p> <ol style="list-style-type: none"> <u>First Hire and Opening Date:</u> Cllr Freeman advised the Opening Ceremony for the Hall would be 30th November 2019, with the first date of Hire is the Women's Institute on 19th of December 2pm to 4.00pm. St Peters Church has asked to pencil in a monthly booking and a Quiz night in February, the March School has also shown interest. Lots of contacts passed over by Howard have dwindled due to time lapse and not liking the idea of paying a deposit. Several email addresses have also been rejected. To be discussed later in this section. <u>Management Committee, new Chairman and extra Committee Members:</u> Cllr Freeman advised that a Sub-committee Meeting was held on Monday 7th October. She was voted in as the Chairman of the Committee, and Cllr Holden has agreed to join to Committee. There is also a resident Mr Richard Skillern who is interested in joining the group. She added that the Committee members have different skills and it is now a positive team. <u>Finances of the Build and Day to Day Costs:</u> The Parish Clerk reported that the various outstanding tasks on the Hall had been done by Reillys, and sought agreement for the payment of £48k to be made. The Cllrs all agreed to now make this payment, and instructed the Parish Clerk to action. <u>Policies and Procedures for use of the Building/Bookings:</u> Cllr Freeman reported that the policies and risk assessments have been written that are required for the building, together with Terms and Conditions of Hire. The Booking form is to be simplified, and the charges to be reviewed. In regard to charges Cllr Morgan and Holden both said that it is important to make sure that charges will cover the costs, and so should not be too low. It was agreed to have lower rates, and not charge deposits to charities, school or church bookings to start the Hall off, and review them as at 31st March 2020. <u>Management of the Bookings and income to go into Lloyds Account:</u> A separate Lloyds Bank account with three signatures including the Parish Clerk has been set up. All the money taken by the Management Committee will go into this account. This will accumulate and pay the second year running costs, and any extra will go back into services for the Community. <p>It will be important to market the Community Hall, perhaps with an Open morning and advertising banners on the outside? The new Hall website, if approved (see 8C), will help.</p> <ol style="list-style-type: none"> <u>Proposal for Opening/Christmas Event on 30th Nov. & request for PC fin. support for this event:</u> Cllr Freeman confirmed that the Opening Ceremony for the Hall and Christmas Event is on Saturday 30th November. Because of the change of circumstances, it has been decided to combine the activities. Cllr McLeish has kindly taken over this preparation for the day, and she has submitted a proposal for consideration by the Councillors which was presented by Mr Bob Keatley. The details were explained and a budget of £1,200 was requested. The timing of the day would be Start at 2pm, Opening Ceremony for the Hall at 4pm, Light to Tree at 4.30pm, then go to Westerton to light the Tree there about 5.30pm. The Councillors agreed it was a very good proposal and wished to approve it. Cllr Holden proposed this, and Cllr Morgan seconded. Proposal approved. The Parish Clerk was asked to obtain permission from Goodwood both for the siting of the Westerton Tree and to seek funding of the 2 trees, as per last year. <u>Build Report:</u> Cllr Freeman said that the design & fitting out of the building has meant that extra care has been needed when writing a Risk Assessment. This has been done, & any hazards that have been recognised have been included in this document to be actioned with signage to be installed. Any snagging issues have been dealt with over the last month, & the Parish Council is grateful for the speed with which they have been actioned by Tim at Reillys. 	<p><u>LFL</u></p> <p><u>ALL</u></p> <p><u>LFL</u></p>

204/19 Cont.	<p>8. <u>Any other items including- Will the next PC meeting be in the Community Hall?:</u></p> <p>A). The Opening Ceremony / Christmas event is to be <u>advertised</u> in the Church magazine (copy date 20th October) and with a flyer that Mrs Gemma Young is designing.</p> <p>B). In regard to the <u>Opening Ceremony Plaque</u> the Councillors agree it should have Mrs Jean Hardstaff's name on it as she is the Architect. The Parish Clerk to action.</p> <p>C). Cllr Freeman advised that a <u>Quote for the new Community Hall website</u> had been received from Sara Watkins in the sum of £950, with an annual amount of £146 for the domain name, and £2.77 per month for the Calendar element for online bookings. David Thomas, a Management Committee member, has been involved in the website discussions, and work can be started as soon as approval is given by the Parish Council. It would be necessary to buy a pay as you go mobile for ease of bookings. The Councillors agreed that the website quote should be approved, Cllr Morgan proposed this, and Cllr Holden seconded. Cllr Freeman will confirm to Sara giving the go-ahead.</p> <p>D). Cllr Freeman confirmed that the Parish Clerk would be managing the <u>finances for the fitting out of the Hall</u> for the time being.</p>	<p><u>JF</u></p> <p><u>LFL</u></p>
205/19	<p><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u></p> <p>Cllr James had asked the Allotments be on the Agenda for the next meeting. This was noted.</p>	<p><u>LFL</u></p>
206/19	<p><u>PARISH FINANCIAL MATTERS</u></p> <p>1. <u>To approve the Accounts up to 14th October 2019</u> The Community Hall Account spreadsheet had been previously circulated to the Councillors. The Hall has so far cost £635k, and there are sufficient funds to complete the Build. The Current Account payments and receipts spreadsheet had also been previously circulated to the Councillors. The bank account and NS&I account both balance to the income and expenditure so far this year. The accounts were approved by all the Councillors.</p> <p>2. <u>To note receipt of remaining S106 Build Monies from The Grange at £4,796.49.</u> Approval was sought to move this to the NS&I Community Hall Fund. Cllr Morgan proposed this was done, and Cllr Holden seconded. The Parish Clerk will action this.</p>	<p><u>LFL</u></p>
207/19	<p><u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS</u></p> <p>None.</p>	
208/19	<p><u>DEALING WITH LOCAL ISSUES</u></p> <p>1. <u>In the absence of Cllr H Potter, he asked the Parish Clerk to read out his report, especially in regard to the Rolls Royce shift change:</u></p> <p><i>First, a word of warning! The construction of the new roundabout in Westhampnett Road, to facilitate the access into the new Lidl superstore begins on the 7th November. For about a month the road will be closed overnight from 7pm until 6am the following mornings. Other times will, of course, be the usual chaos!</i></p> <p><i>The Full Council Meeting on 24th September saw 3 Motions tabled by Green and Labour Members. One was to consider environmental issues such as less grass cutting, encouragement of wild flower areas, more tree planting and, please don't laugh, "Sedum" roofs on bus shelters!!</i></p> <p><i>The second Motion was to consider that the Council selects an electricity supplier which provides renewable electricity? Nobody could explain the difference between the power generated at Strettington and Westhampnett Solar Farms and that which may get into the National Grid from Sizewell B! Both of these Motions from a Green Party Member!</i></p> <p><i>The third was from a Labour Member requesting that the Council build more affordable houses than the 30% currently demanded on sites of more than 10 dwellings.</i></p> <p><i>The possibility of evening meetings of the Council was debated. After the May 2nd elections, a poll was taken among Members to find if there was a popular demand for a change to the timing of meetings. It appears that we are the only Council in Sussex which only has daytime meetings. This supposedly precludes many full time workers from (a) standing as a Councillor at elections and (b) much of the Public from attending meetings, both fairly valid reasons. 61% of the Members voted for the Status Quo so the timings of meetings remain the same. However it was agreed to revisit this issue before the next elections and announce there could be a change and prospective candidates will be expected to turn out on a cold, wet November or January evening, possibly in the snow, to attend a Council Meeting. There is no indication of the length of Meetings, Planning Meetings, for example, can last for 5 or 6 hours! No consideration was given to Staff Members feelings, additional costs of overtime and time off in lieu or even if the Staff would agree to a change.</i></p> <p><i>In relation to the 1st, environmental Motion, Westhampnett Road has been declared a Poor Air Quality Zone, and Nitrous Oxide monitoring meters have been installed to measure just how bad it really is particularly considering the introduction of the new roundabout. That will really help!</i></p> <p><i>Last month I reported that the Leader of the Council, Eileen Lintell had written to the Minister of Housing and Communities requesting a review of the housing numbers demanded of Local Authorities in the South. Well, it has resulted in a meeting later this month between the Under Secretary of the Minister and Eileen, our Chief Executive, Diane Shepherd and our MP Gillian Keegan. We can only be hopeful!</i></p> <p><i>I recently had an e-mail from a Westhampnett resident who has grave concerns, as do we all, regarding the chaos caused when Rolls Royce assembly workers change shifts. All I can suggest is to wait and see if the proposed gap in the period of the shift changeover makes an acceptable difference to this unacceptable nuisance.</i></p> <p><i>Finally, I have invited Gillian Keegan to a meeting at The Star And Garter in East Dean on Friday 18th October at 7 pm and I'm happy to say she has accepted. So, if anyone wishes to attend and ask Questions she will be pleased to</i></p>	

208/19 Cont.	<p>see you. She has a new PA and I have to say the reaction to e- mails is a lot more proactive.</p> <p>A discussion followed, and various residents commented that the delays had got worse, that people waiting at Chichester Bus Station for the No 55 bus to go to St Richards, were missing their appointments as the buses were snarled up both ways in the queues, that the delays amounted to being stopped in a queue just on 2 days last week from 1448-1510 and from 1413-1440, that the traffic lights at Strettington had altered the bias, and that the RR employees were making 4 journeys as people drop off/collect others. The general view was that pollution was a worrying side effect of this, and the Parish Clerk will ask Cllr Potter how the Parish can get a Nitrous Oxide monitoring meter, even if only on a temporary basis.</p> <p>It was hoped that RR would have a solution by the next Parish Council meeting on 11th November, and Mr Andrew Ball would be asked to attend.</p> <p>2. <u>White Gates to mark entrance to each part of the Parish?</u> Cllr Morgan had done some background work on this suggestion and it will be added to the next Agenda.</p> <p>3. <u>Speeding on Stane Street</u> A resident raised the matter of the continued speeding on Stane Street, and the effect it was having on the lives of the residents on that road. This matter was acknowledged by the Councillors as being a problem, but cannot be solved by the Parish Council or the residents alone, it needs assistance from the Police and other bodies. Matter ongoing.</p>	<p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL/</u> <u>ALL</u></p>
209/19	<p><u>QUESTIONS BY THE PUBLIC</u> None.</p>	
210/10	<p><u>PROPOSED DATES FOR FULL PARISH COUNCIL MEETINGS FOR 2020</u> The dates were agreed. The Parish Clerk will issue a new Notice with the dates including from November 2019 and onwards so a new Notice can be placed on all Parish Council Noticeboards.</p>	<u>LFL</u>
211/19	<p><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 11th NOVEMBER 2019</u> Noted.</p>	<u>LFL</u>
212/19	<p><u>CLOSE MEETING</u> The Chairman closed the meeting at 8.51pm.</p>	

Signed.....

Date.....

Chairman of Meeting