



# 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: 01243 536859 email: [westhampnettclerk@gmail.com](mailto:westhampnettclerk@gmail.com)  
[www.westhampnettpc.co.uk](http://www.westhampnettpc.co.uk)

## Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 12th December 2022 at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP

### Present:

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

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

13 members of the public also attended.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
225/22	<b><u>OPEN FULL COUNCIL MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b> Cllr McLeish opened the meeting and welcomed all.	
226/22	<b><u>DISCLOSURE OF INTERESTS:</u></b> Cllr Burborough – as an employee of Rolls Royce.	
227/22	<b><u>CONFIRM MINUTES OF THE LAST FULL PC MEETING held on 14<sup>th</sup> November 2022</u></b> The Minutes for the Parish Council meeting held on 14th November 2022 were accepted. Cllr Holden proposed that they be approved, this was seconded by Cllr Plummer, all were in favour and they were then signed by the Chairman.	
228/22	<b><u>MATTERS ARISING:</u></b> To deal with any matters arising from the Minutes of the last meeting. None.	
229/22	<b><u>HWRS SMELLS:</u></b> Update from Mr Paul Madden, WSCC Recycling & Contracts Manager, Wastes Management Services.  Cllr McLeish welcomed:  Mr Chris Hampson – Biffa General Manager – West Sussex Contracts, Mr Russ Tuppen – Biffa Contract Operations Manager, and Mr Paul Madden – WSCC Recycling & Contracts Manager, Wastes Management Services.  Mr Paul Madden began by explaining the process of dealing with household waste collected by the CDC Bin lorries, and residents bringing waste items to the HWRS. CDC Bin lorries bring it into the Waste Transfer Shed, which also has a public side for residents to take their own waste. This large building has recently had new Blinds installed that cover the openings for the public waste. Since October 2022 the operators are also closing the large shed doors faster too. There is a new odour system which fires down onto the waste to neutralise the smell. Increased sweeping is taking place at the entrance and in the yard as the particles can create smells. Also, waste is being moved out from the site more quickly. He said Bank Holidays can cause a problem, but now they can move waste out every day including Bank Holidays.  Cllr Potter asked what plans there were to deal with increased waste around the District due to increased housing? Mr Madden said this was a problem throughout the country. He said they need to keep waste moving out to ensure there is room, and black bag waste has reduced due to less spending, more recycling, etc.  Cllr Potter commented that high temperatures exacerbate the smell.	

<p><b>229/22 Cont.</b></p>	<p>Cllr Burborough asked about road sweeping and road cleaning. Sweeping picks up small particles but does not remove the inherent smell that is ingrained in the road surface. Cllr Hunt had been chasing up about this, with a suggestion of using the Back to Black vehicle that has a high suction rate/spray and so sucks it out of the surface. Mr Madden said he would look into that. Cllr Hunt added that when the fluid gets on hot tyres it smells.</p> <p>Cllr Burborough said that the cycle path in the vicinity of the Entrance has small particles of glass on it, and people are now not using the cycle path as their tyres are getting punctured. Glass, plastic etc is also embedded in the grass verge too.</p> <p>A resident of Madgwick Park said he could not go out in his garden as the smell made him feel so sick.</p> <p>Mr Madden said he was looking at other ways of reducing the smell, however waste will always have a smell, but much worse if left in the shed too long. Mr Madden assured the meeting that they were doing their best .</p> <p>Mr Derek Marlow, a resident, said that it was a range of waste from all over the area. Green waste and wet-food waste might warrant a greater focus. There is no separate food waste collection yet in Chichester. Mr Madden said WSCC are keen on this but the District and Borough Councils are not so keen due to the initial set up cost, and changes in bin collections (eg food waste weekly, black bin 3-weekly). It is hoped a pilot scheme may be run, and Horsham could be the central repository for food waste.</p> <p>Mr Bob Keatley, a resident, asked if wheel washing is done on site. It seems not, and so it was suggested this may help. Mr Hampson said he would investigate wheel washing.</p> <p>Mr David Beasley, a resident, said no sweeping is being done in Coach Road, it used to be done every single week.</p> <p>Mrs Carol Maher, a resident, said the wheel washing needs to be done as vehicles are leaking, these are the regular dust carts. It was advised that CDC will need to check the valves on the vehicles.</p> <p>Mrs Hazel Bate, a resident, asked if it is acceptable to build houses where there is such a smell? Cllr Hunt advised that the site had been there for 17 years, and the planners have decided to allow it. Cllr Potter said the planners do not take account of this.</p> <p>The resident who felt ill said there needed to be a review to see if the problem was fixed.</p> <p>Cllr McLeish asked if Mr Madden, Mr Hampson and Mr Tuppen could come back to update the Parish Council, and possibly set up a liaison committee to have regular reviews. Mr Madden offered a special visit to show the deodoriser, and the resident said he would like to attend that too.</p> <p>Mr Beasley said there was more traffic to the Tip now, and so perhaps dealing with more rubbish than it used to. It seems Bognor is busy on a Tuesday when Westhampnett is not open, but overall there is less queuing. The other WSCC sites have the booking system, but not here.</p> <p>Cllr McLeish thanked Mr Madden, Mr Hampson and Mr Tuppen for coming to this meeting, and asked them to email the Parish Council with updates.</p>	<p><b><u>PM / JH</u></b></p> <p><b><u>PM / JH</u></b></p> <p><b><u>PM</u></b></p> <p><b><u>CH</u></b></p> <p><b><u>PM</u></b></p> <p><b><u>HP</u></b></p> <p><b><u>PM</u></b></p>
--------------------------------	---	---

230/22

**REPORTS FROM EXTERNAL BODIES:** 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.

**CDC Cllr Henry Potter submitted the following report:**

Westhampnett PC Meeting, 12/12/22

District Councillors Report.

The main consideration debated at the most recent Full Council Meeting on 22nd November was the review of the Electoral Constituency Boundaries. The imbalance in the numbers of voting Constituents has reached unacceptable proportions and must be addressed before the next 'planned' General Election sometime in 2024. The Boundaries Commission are recommending that a sizeable section of Arun District, notably Pagham and Bersted, be moved into the Chichester Constituency and to compensate for this, Singleton with Charlton, East Dean and Eartham civil Parishes be moved into the Arundel and Southdowns Parliamentary constituency together with Loxwood in the north of the Chichester District. West Dean, Westhampnett and Boxgrove will remain in the Chichester Constituency. The Council decided not to support this as Pagham and Bersted have no affiliation with Chichester, and it makes no sense to split the Parishes in the Goodwood Ward as being in the Lavant Valley, they all share the same issues and for some they will contact Andrew Griffith, MP for Arundel and S/downs while others will be served by Gillian Keegan. The Council's recommendation has been lodged and as the consultation period for this review closed on the 5th we must now wait for the final decision. I must add that this review was brought about by bad allocation of new housing by the Ministry for Housing here in the South East. The guidance for the number of electors in a Constituency is between 68,000 and 75,000! Not a great range and the recent news that the Church Commission are preparing a application for 2,200 new homes in Bersted, and other additional housings I can see this balance being very quickly UNbalanced again.

The Overview and Scrutiny Committee at its last meeting earlier in November agreed to invite Katy Bourne, our PCC, to attend a meeting in the new year, she had been invited a year ago, but declined, and Members have been requested to tender questions to her. I have already asked the question "where are all these police officers which you claim to have recruited over the past 3 years at great expense to the taxpayer, and what are they doing? Our experiences here in Chichester Parishes have shown little activity by Sussex Police". If anyone else has a question they would like tendered, please let me know and I will put it forward, but in my name!

The recent announcement by Michael Gove concerning the Levelling Up Bill will have a positive impact on the National Planning Policy Framework Document which is 'the Bible' for all Planning applications. It is expected to give greater influence to Local Planning Authorities when deciding speculative applications. This is such good news, as Local needs will receive much more consideration rather than the 635 new homes per annum dictated by the Government. This revelation will be discussed at great length at the forthcoming Development Plan and Infrastructure Panel (DPIP) on this coming Wednesday, 14th.

That's all I have to report this past month.

Henry Potter, CDC Member for the Goodwood Ward

Mr Derek Marlow, a resident, asked about the Boundary change. Cllr Potter said it would be effective at the next general election. There had been lots of objections, and it is hoped that all of Goodwood Ward will stay with Chichester.

**WSSC Cllr Jeremy Hunt submitted the following report:**

**Operation Watershed** - I'm really pleased to see that the Hat Hill works, funded through the he WSSC Operation Watershed scheme, have now been completed. Hopefully this will solve the issue of flooding at this junction.

**Amenity Site** - Paul Madden, Recycling and Contacts Manager, WSSC, will be attending the meeting to discuss residents' concerns over the smells emanating from the site.

**Solar Farm** - I haven't managed to visit the site yet, but I have had an extensive update about the planting from our Senior Energy Projects Manager. I quote as follows:

I would like to reassure that you that the planting scheme has been under constant review since its completion in 2018. The following actions were taken to provide the planting scheme with the best chance of success which was above and beyond what was included in the approved Ecological and Enhancement Strategy for the site:

- Prior to undertaking the planting of the 6500 native species on site we received advice the soil conditions were incredibly poor and that importing top soil to the site would greatly improve the planting scheme success. We therefore imported 4500 tonnes/250 lorries of top soil onto the northern area of the site prior to the planting.
- In accordance with the approved Landscape Plan the 6500 native trees and shrubs were planted and completed in autumn 2018.
- WSSC employed a landscape specialist to water the young plants in 2019 owing to the extremely dry weather.

230/22  
Cont.

- In summer 2021 we commissioned a full review of the planting scheme and all failures (approximately 40%) have now been replaced.

We have now come to the conclusion that the soil conditions on certain areas of the site remain incredibly poor and are severely limiting the growth of what are usually known to be resilient and hardy species. Moving this forward, our proposal is to commission an ecological consultancy to review the variable success of the existing scheme, and to work with us to put together a follow-on ecological strategy which takes closer account of the site conditions, and what has succeeded on other sites with similar soil conditions. We consider that money spent on reviewing a future, more effective strategy would be better spent at this stage.

**Flooding at Maudlin** - I have written to the CEO of Southern Water regarding a number of issues in my area, including the recent flooding in Maudlin. I have received a response from someone on their Executive Review Team and their update on the flooding at Maudlin was as follows:

We have investigated the Stane Street flooding and our teams are in close contact with residents there. The current understanding is that modification in the way the newly installed rising main connects with the gravity sewer network on Stane Street has caused a hydraulic issue, which has exacerbated the effects of groundwater infiltration and rainwater inundation in that part of the network. We are working with our engineering colleagues to resolve this with a civils work intervention

I will continue to speak to SW as I am trying to arrange for a representative to attend Lavant PC. Would you like me to see if I can do the same for Westhampnett. Mind you, Lavant have been trying for nearly a year, so don't expect a visit anytime soon!

**Transit Site** - Following last month's meeting I asked Scott Judge to attend the Transit Site Liaison meeting so that you could discuss the various points raised first-hand. Unfortunately, I understand that Sharon was unable to attend, so not sure if anyone else from the PC was there to raise these points. If they weren't I will pick them up separately with Scott.

Finally, 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/>

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](mailto:Jeremy.hunt@westsussex.gov.uk) Tel: 0330222419536

**Solar Farm:** Mr Bob Keatley, a resident, said that the WSCC Planning Officer had admitted that WSCC was in breach of the planning approval, as the planting was not done at the correct time. In 2018 the planting was done but into poor soil, and tax-payers money was used to do an additional survey. Cllr Hunt said the survey had been funded out of the additional revenue from the solar farm, having received higher amounts of money than expected. Cllr Hunt will look at the planting on a site visit with the WSCC officer. Mr Keatley to forward the email to Cllr Hunt where the breach was admitted.

JH  
RK

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

**Westhampnett Parish Council ('WPC') 12.12.22 v1**

Message from Andrew Ball

On behalf of the entire Rolls-Royce team, I would like to wish the Councillors and Clerk a very happy Christmas and a peaceful New Year.

With very best wishes.

### **Operations**

- The manufacturing plant will close for Shutdown on 22 December 2022.
- Normal operations will resume on 5 January 2023.
- During shutdown, essential maintenance and minor project works will be undertaken and the offices will remain open.

### **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 2 no. existing electric charging vehicle spaces with 6 no. electric vehicle charging points and visitor parking spaces, the erection of a canopy and associated works including landscaping. Ref. No:22/01995/FUL. Permit

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

<p>230/22/ Cont.</p>	<ul style="list-style-type: none"> <li>• Staff communication 'totems' / information screens (Advertisement Consent December 2022).</li> <li>• Internal multi-tier 280sqm, increased user space to support production (February 2023).</li> </ul> <p><b><u>Proposed Development</u></b></p> <ul style="list-style-type: none"> <li>• Surveys of the proposed site continue, including surveyors and photographers on site.</li> <li>• Ongoing technical engagement with Chichester District Council, including scoping of environmental considerations prior to assessments being carried out.</li> </ul> <p><b><u>Permissive pathway update</u></b></p> <p><u>East.</u> Permissive pathway section to the east of the Rolls-Royce site is now closed, as per advisory in last month's notes. For reference, Goodwood Estate 'Private Land' signage (replacement for vandalised signage) has been stolen.</p> <p><u>North.</u> The permissive pathway to the north of the Rolls-Royce site – which connects directly to the adjacent Public Footpath – remains open, with no plans to close.</p> <p><b><u>Maintenance update</u></b></p> <p><u>Permissive pathway (north).</u> Maintenance programme underway and due for completion before the end of the year. We do not anticipate this maintenance will require the pathway to be closed.</p> <p><u>Fencing.</u> The damaged fencing at the rear of the 'Coach &amp; Horses' next to the footpath has been repaired.</p> <p><u>Footpath.</u> The RRMC boundary with the northern footpath will be tidied up, back to the fence. Vegetation / brambles etc. will be trimmed and removed. Planned for this year but bad weather to date has hampered progress.</p> <p><b><u>Recent News</u></b></p> <p>PHANTOM SERIES II: AUTUMNAL DRIVE  <a href="https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0405268EN/phantom-series-ii:-autumnal-drive">https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0405268EN/phantom-series-ii:-autumnal-drive</a></p> <p>ROLLS-ROYCE PHANTOM 'THE SIX ELEMENTS' COLLECTION RAISES \$1 MILLION FOR CHARITY  <a href="https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0405518EN/rolls-royce-phantom-the-six-elements%E2%80%99-collection-raises-1-million-for-charity">https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0405518EN/rolls-royce-phantom-the-six-elements%E2%80%99-collection-raises-1-million-for-charity</a></p> <p><b><u>Contacts</u></b>      In Andrew Ball's absence/if not available:      Client Contact Team      01243 525700  <a href="mailto:enquiries@rolls-roycemotorcars.com">enquiries@rolls-roycemotorcars.com</a></p> <p>There were no questions regarding this report.</p> <p>There is no update about the RR Planning Application for the proposed development.</p>	
<p>231/22</p>	<p><b><u>MEMBERS' REPORTS:</u></b> To receive reports from Members where not covered in agenda below, including</p> <ol style="list-style-type: none"> <li>1. <u>WSALC AGM held on Friday 25th November 2022:</u> Cllr Burborough reported that it was mentioned that Parishes can make use of the WSCC Contractors at the same price as WSCC. There is a Highways contact which she will advise to the Parish Clerk. There were some Parish questions which were taken away for answers. There is a new way to report potholes, overgrown hedges etc to WSCC: <a href="https://www.westsussex.gov.uk/roads-and-travel/make-an-enquiry-or-report-a-problem-with-a-road-or-pavement/">https://www.westsussex.gov.uk/roads-and-travel/make-an-enquiry-or-report-a-problem-with-a-road-or-pavement/</a></li> <li>2. <u>Transit Site &amp; Traveller Liaison Meeting 7th December:</u> Cllr Burborough was unable to attend at the last moment as unwell.</li> <li>3. <u>Madgwick Park Landscaping, Safety Barrier etc:</u> Cllr Plummer confirmed he had chased CDC Mr Michael Coates-Evans who confirmed that Planning Enforcement had instructed that an Audit be done as there had been circa a 40% failure in the trees planted. They agreed that the landscaping contractor was not as per the planning approval.</li> <li>4. <u>Container for Volunteers – update on the base pads date, and then supply after that:</u> Cllr Plummer advised that an alternative scheme was being looked at to get the container installed.</li> <li>5. <u>Barratts Update:</u> Cllr McLeish advised that Barratts had supplied 3 people who had put the anchors in for the benches and moved the planters and put topsoil in them. She had emailed Hannah at Barratts to thank all who had helped with this task.</li> <li>6. <u>Any other reports</u> – Flagpole – to be done by Barratts or others at a later date as no digger driver available.</li> </ol>	<p><b><u>SB</u></b></p> <p><b><u>DP</u></b></p> <p><b><u>DP</u></b></p>

232/22

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

**Planning Update since the last Parish Council Meeting on 14<sup>th</sup> November 2022**  
**New Planning Applications for the period week 46 (16/11/22) to week 49 (07/12/22) inclusive**

**WH/22/02559/DOC** - Case Officer - Alicia Snook

The Little Blue Door Ltd, Smith Simmons & Partners Ltd

Land Adjacent To Hadrian Drive Westhampnett Chichester West Sussex PO18 0FP

Discharge of conditions 12, 13, 20 & 21 from planning permission 21/00630/FUL

[https://publicaccess.chichester.gov.uk/online-](https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RJBQFPERM6V00)

[applications/applicationDetails.do?activeTab=documents&keyVal=RJBQFPERM6V00](https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RJBQFPERM6V00)

The Parish Council submitted the following on 26/11/22:

**22/02559/DOC Childrens' Nursery Discharge of conditions 12, 13, 20 & 21 from Planning Permission 21/00630/FUL Land Adjacent To Hadrian Drive Westhampnett Chichester West Sussex PO18 0FP.**

Westhampnett Parish Council has reviewed the revised proposals.

The Parish Council, being the owners of the Community Hall and its land, has concerns about potential security issues resulting from the revised landscaping proposals for the western boundary of the site, between the Nursery and the Community Hall.

Namely, without a formal boundary:-

1. There is potential for travellers to drive across the low kerb edging on the Nursery site and access the land owned by the Community Hall, to form illegal encampments.
2. Safeguarding young children who may inadvertently stray/run from their parents onto the Community Hall car park, adjacent. Car owners using the Community Hall may not be aware of such danger and accident(s) may result.

The Parish Council would like to propose that a low post and rail timber boundary fence similar to that surrounding the village green to the north of the site, is erected. Alternatively, chestnut bollards could be used as has been done elsewhere in the village, near the Chichester Park Hotel, although these would not be as effective for 2. above. The demarcation would maintain the open visual aspect of the design whilst addressing the Council's concerns. The fence / posts should extend as far as the southern kerb to the access road. The Council would be happy to agree exact position and details on Site.

**Decision due 01/12/22, now overdue**

**WH/22/02721/FUL** - Case Officer: Kayleigh Taylor

Mr Lance Read

Inspiration House 2 Rutland Way Chichester West Sussex

Renewal of consent (WH/18/01236/FUL) for the continued use of a prefabricated demountable marquee meeting BS6399 on existing drained concrete hardstanding for weatherproofed storage of motor vehicles in connection with adjoining user.

O.S. Grid Ref. 487775/105932

To view the application use the following link: <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RKMAVBER0ZU00>

PC must comment by 07/12/22

The PC had no Comments to make.

**Decision due 30/11/22, now overdue**

**Update on outstanding Planning Applications**

**WH/22/02552/DOM** - Case Officer: Louise Brace

Mr Paul Kennedy

14 Stane Street Maudlin Westhampnett West Sussex

Single storey rear extension, various alterations and additions to fenestration including relocation of front door from south-west to north-west elevation with new front porch and new vehicular access.

O.S. Grid Ref. 488833/106596

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RJKU7HERMDJ00>

PC must comment by 30/11/22

The PC had no Comments to make.

**Decision due 14/12/22**

232/22  
Cont.

**WH/22/02281/COU** - Case Officer: Sascha Haigh

Mr Kamil Krasoski

Pampas Cottage Claypit Lane Westhampnett West Sussex

Change use of garage and workshop to guest/letting house.

O.S. Grid Ref. 488274/106364

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RHSLQ7ERL1O00>

The Parish Council submitted the following on 31/10/22:

**WH/22/02281/COU**

Mr Kamil Krasoski Pampas Cottage Claypit Lane Westhampnett West Sussex

Change use of garage and workshop to guest/letting house.

Historical background.

**WH/16/02396/FUL**

An application for 1no.dwelling to the front of Pampas Cottage was submitted on 2 August 2016 and was refused on 27 September 2016. The reasons for refusal were:-

- Erosion of the established setting of Claypit Lane and consequential impact upon the established urban/rural continuum.
- The separation distance between Pampas Cottage and the proposed dwelling resulting in unacceptable impacts on the residential amenity (privacy) of Pampas Cottage.
- The effect of the proposal on the character and appearance of the locality, highway safety and protected habitats and species.

This decision referred to the Secretary of State.

Appeal Ref. APP/L3815/W/16/3161952.

The appeal was dismissed on 17 February 2017.

Reasons given included:

- The proximity to the host dwelling and unsatisfactory privacy for future residents.
- A tighter more urban type of development than the nearby norm, which would diminish the locality's semi-rural feel and adversely affect the character and appearance of the locality.
- Concerns about on-street parking; the narrow street and a conflict between cars waiting to pick-up / drop-off children from the primary school to the north of the site, which would reduce highway safety.

Note.

Since the appeal, Westhampnett Parish was incorporated into a Controlled Parking Zone (CPZ) which commenced on 01 June 2021. Yellow lines were introduced in Claypit Lane and surrounding areas. This has resulted in the loss of 14 car parking spaces along the lane: 6 on the west side opposite the entrance to Pampas Cottage and 8 at the southern end, at the junction between the lane and Stane Street.

**WH/18/03299/DOM**

A detached double garage was permitted on 4 February 2019.

The permission was subject to conditions 3 and 4.

Condition 3 stated that the development should not be constructed other than in accordance with the materials specified on the application form and plans, unless agreed in writing by the LPA.

Condition 4 stated that the garage should only be used as a garage for the dwelling house known as Pampas Cottage and for no other purpose.

From the on-set of construction, it was visually apparent that the intended use of the building was not that of a garage. Windows and rooflights were added, the height of the building increased, a substantial first floor was incorporated, sanitaryware was installed and the vehicle door opening reduced, all without prior consent. The Parish Council referred the discrepancies to the planning enforcement office and subsequently a further planning application was submitted.

**WH/21/01434/DOM**

Application was made on 5 May 2021 to vary conditions 2 and 4, enabling the building to be used as a garage with workshop, toilet on ground floor and store on upper level. The application was permitted on 10 December 2021, again with the condition that the garage and workshop should only be used for purposes ancillary to the residential use of the dwelling house known as Pampas Cottage.

**Current Application.**

**WH/22/02281/COU**

The Parish Council strongly OBJECTS to this application for a Change of Use from garage and workshop to guest/letting house. The Council would have objected at the outset if the intended purpose had been disclosed. As it is, it would appear that this has been done by stealth.

Claypit Lane is a semi-rural, residential area on the edge of the Westhampnett community. It is transitional between development on Stane Street and the roundabout at the junction of this lane and Madgwick Lane, leading to open countryside. Claypit Lane is considered to be a north/south wildlife corridor and the effect on protected habits and species, is of concern.

232/22  
Cont.

The Council recognises and accepts that whilst properties in the lane may incorporate home offices and accommodation for periodic guest stays, it does not consider that commercial guest/letting development is suitable in terms of character and appearance for this location.

On-site parking is considered to be insufficient and on-street parking is extremely limited.

The Council considers that the reasons given by the Secretary of State when dismissing appeal APP/L3815/W/16/3161952 remain pertinent to this application and draws attention to the fact that on-street parking has been severely reduced, whilst highway safety remains a serious concern.

Further information provided by applicant now being considered by the PC 02/12/22,  
must comment by 21/12/22

**Decision due 25/11/22, now overdue**

**WH/22/02269/DOM** - Case Officer: Freya Divey

Mr Kamil Krasoski

Pampas Cottage Claypit Lane Westhampnett West Sussex

Front boundary wall and gates.

O.S. Grid Ref. 488274/106364

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RHQQE3ERL0200>

PC must comment by 05/10/22.

On 07/10/22 the PC asked CDC for an extension of time to reply

The Parish Council lodged the following on 17/10/22:

**WH/22/02269/DOM Front boundary wall and gates.**  
**Pampas Cottage Claypit Lane Westhampnett West Sussex PO18 ONU**

Westhampnett Parish Council has reviewed this Planning Application and wishes to OBJECT as follows:

The Parish Council would prefer to see the existing hedgerow replanted using beech, hawthorn or similar, to maintain the wildlife corridor and rural character of Claypit Lane.

The hedgerow could be planted behind a timber, vertical paling fence, similar to others in the Lane.

**Decision due 31/10/22, now overdue**

**WH/22/02218/FUL** - Case Officer: Louise Brace

Goodwood Estate Company Limited Goodwood Estate Company L...

Goodwood Motor Circuit Claypit Lane Westhampnett Chichester

Erection of single-storey heritage workshop (translocated from another site).

O.S. Grid Ref. 487914/107257

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RHF48KERKQM00>

PC must comment by 28/09/22

The PC had no Comments to make.

**Decision due 25/10/22, now overdue.**

**WH/22/01783/ELD** - Case Officer: Rebecca Perris

Mr & Mrs B Ingram

The Yard Sidengreen Lane Maudlin Westhampnett

Use of land for the stationing of 1 no. caravan, within the meaning set out in section 29 of the Caravan Sites and Control of Development Act 1960 as expanded by section 12 of the Caravans Sites Act 1968, for residential purposes.

O.S. Grid Ref. 488914/106825

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=REP5W9ERINF00>

PC must comment by 10/08/22

The following comments were lodged on 05/08/22:

Westhampnett Parish Council has considered this application and wishes to OBJECT as follows:

This is an application for a Lawful Development Certificate for an existing Use or Operation or Activity, namely stationing one caravan for residential purposes.



232/22  
Cont.

It has been demonstrated that there has been continuous occupation of the caravan since 15 August 2011, i.e. almost 11 years.

The application appears to attempt to regularise this situation, thus providing a permanent dwelling albeit currently in the form of a caravan.

The site upon which the caravan is situated is outside the Parish settlement boundary and would not normally be considered for a permanent dwelling.

The site was formerly called Side Green Game Farm. Turkeys were reared there for Christmas and it is probable that the caravan was originally installed to provide accommodation for someone to live on site to prevent theft of the turkeys.

No mention is made in the application for a current requirement for permanent on-site residential security. Indeed, no mention is made for any purpose other than to regularise the existing situation.

The Parish Council therefore requests that the application is REFUSED for the following reasons:

1. The site upon which the caravan is situated is outside the Parish settlement boundary.
2. No mention is made for any Operation or Activity necessary for the caravan's occupants to remain on site, other than to regularise the existing situation.

**Decision due 09/09/22, now overdue**

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

Mrs Pam Clingan

Lanburn Connemaras Swallow Beck Madgwick Lane Westhampnett

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

O.S. Grid Ref. 488052/106449

To view the application use the following link;

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

PC Comment and Objection lodged 07/04/21.

Update:

On 12/04/21 the PC was provided with some additional information from the applicant however the PC submission still stood as lodged. Following further information on 05/08/21 the PC withdrew most of its objections, except to do with footpaths / public transport. After additional information dated 11/08/21 the PC maintained its objections regarding footpaths. CDC have been consulting the necessary bodies and on 08/03/22 and 04/05/22 Natural England replied as a Consultee. This application was considered by the CDC Planning Committee on 15/06/22. The Planning Committee decided that it would Permit with S106 subject to some conditions and informatives. At present it is still Pending whilst the S106 is being finalised.

**Decision was by 26/04/21, then by 23/07/21, now pending receipt of S106**

**Decisions**

**WH/22/01589/DOM** - Case Officer: Sascha Haigh

Mr N Hamilton

29 Vespasian Close Westhampnett Chichester West Sussex

Construction of front dormer, 2 no. rooflights to front slope and rear dormer, conversion of roof into habitable space.

O.S. Grid Ref. 488681/106308

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RDTKFDERHW200>

**PC must comment by 24/08/22**

The following comments were lodged on 26/08/22:

Westhampnett Parish Council has reviewed this application and would like to comment as follows:

On Plans 6106-22-1 and 6106-22-2 REV A, the elevations have been incorrectly identified:-

Front: should be South not North;

Rear: should be North not South;

And the 2 side elevations should be transposed: East to West and West to East.

This inaccuracy in the application would affect the impression given to the neighbours as the large dormer would in fact look towards the north, not the south.

Subsequently Revised plans were lodged showing N, W, S & E correctly.

**Decision due 14/09/22, was overdue**

232/22  
Cont.

**Permitted on 29/11/22**

Extract of Conditions:

3) The development hereby permitted shall not be constructed other than in accordance with the materials specified within the application form and plans, unless otherwise agreed in writing by the Local Planning Authority. Reason: To ensure that a harmonious visual relationship is achieved between the new and the existing developments.

**WH/22/02274/DOM** - Case Officer: Freya Divey

Dr Barry Hickey

Little Place 24 Stane Street Westhampnett West Sussex

Single storey rear extension with internal alterations.

O.S. Grid Ref. 488339/106238

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RHS0V8ERL0J00>

PC must comment by 26/10/22

The Parish Council lodged the following Objection on 27/10/22

**WH/22/02274/DOM**

Little Place 24 Stane Street Westhampnett West Sussex

Single storey rear extension with internal alterations.

Westhampnett Parish Council has reviewed this revised application and comments as follows:-

1. Having spoken to the neighbours on either side of 24 Stane Street, contrary to the claims made by the applicant, both parties have confirmed that they were not consulted about the revised plans, although both were consulted on the original proposals.

2. The Parish Council considers that the proposed mansard at the east end of the flat roof, adjacent to Ash Keys, creates an unbalanced design aesthetic.

3. The extent of the penetration of the proposed extension into the rear garden far exceeds the southern face of the neighbouring property (Ash Keys) and as such, is un-neighbourly.

For these reasons, the Parish Council OBJECTS to the application.

Decision due 17/11/22

Permitted on 17/11/2022

Extract of Conditions:

4) The development hereby permitted shall not be constructed other than in accordance with the materials specified within the application form and plans, unless otherwise agreed in writing by the Local Planning Authority. Reason: To ensure that a harmonious visual relationship is achieved between the new and the existing developments.

**Other Matters**

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

On 27/10/22 an email was received from Mr Andrew Frost, Director Planning and Environment, as follows:

I am writing to update you in relation to the anticipated timescales for progressing the District Council's Local Plan review.

We are now in a position to be able to advise you that our intention is to report the draft Regulation 19 Local Plan to a Special meeting of the Council's Cabinet on 23 January and a Special meeting of Full Council on 24 January 2023. If Council approve the plan for consultation, then the intention will be to hold the consultation immediately and following that, to submit the Plan for formal examination.

I must emphasise that this timescale is subject to the satisfactory completion of various elements of ongoing technical work required to support the emerging plan strategy in relation to matters including transport, the Strategic Flood Risk Assessment (SFRA) and Habitat Regulations Assessment (HRA). In the event that this essential evidence work cannot be concluded in the time available, we will need to consider the implications and provide a further update.

We will update the planning policy section of the Council's website shortly and arrange further communications updates to ensure that these dates are well publicised.

TG/20/02893/OUT, 1,300 houses more details

07/12/2022

Turley on behalf of Countryside Partnerships PLC - Outline planning application for a Land Adjacent To A27, Copse Farm, Tangmere Road, Tangmere, West Sussex.

Residential-led mixed use development comprising up to 1,300 dwellings (Use Class C3), an expanded village centre (comprising flexible units suited to Use Class E and pubs or drinking establishments and/or takeaways in Use Class Sui Generis), community uses, primary school, informal and formal open space,

<p><b>232/22 Cont.</b></p>	<p>playing pitches, footpaths, cycleways, associated landscaping, utilities and drainage infrastructure, including on-site pumping station(s) with connection to the Strategic Foul network; associated infrastructure and groundworks; with all matters reserved except for the principal access junctions from the A27 grade-separated junction and Tangmere Road and the secondary access at Malcolm Road.</p> <p>To view the application use the following link:  <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=details&amp;keyVal=QJZZT4ERIUA00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=details&amp;keyVal=QJZZT4ERIUA00</a></p> <p>Explanatory Note - The revised plans propose a minor revision to the red line planning application boundary in the northern part of the site, close to the A27. They now include a small area of land within the application site that was previously considered to be adopted highway. This minor amendment does not, in any way, alter the previously proposed access arrangement from the A27. No other changes to the overall scheme are proposed.</p> <p>ON 08/12/2022 Mike Bleakley, Planning Officer, Majors and Business, Chichester District Council Advised Cllr. Potter that:</p> <p>The CPO for the main part of the site has already been confirmed and this is now being taken forward.</p> <p>The reference on the latest list of planning applications relates to a very minor change that is now proposed to the plans that the Planning Committee agreed to approve last year. This is because the applicant has more recently discovered that a small area of land (around 17m<sup>2</sup>) just off the Temple Bar roundabout (the main access into the site) that had been defined as public highway, is, in fact, not publicly adopted. As a consequence, this land needs to form part of the application site (so as to ensure that the agreed access is fully and properly provided) and this is exactly (but only) what the revised plans propose. No other changes whatsoever to the scheme are proposed and this is only a technical amendment, that we are currently considering.</p> <p>In this regard, I am currently seeking technical advice from National Highways and WSCC (as Highway Authority) and I have also consulted Tangmere Parish Council. I am hoping that any comments (if any) that they may have will be with me early in the New Year, at which I propose to work to conclude this matter.</p> <p>In the meantime, we are continuing to progress the required Section 106 Agreement and I am hoping that this work will also be largely complete in the New year.</p> <p><b>Linda Lanham, 12.12.22</b></p> <p>It was noted that many applications had Decisions that were overdue. Cllr Potter said there is a shortage of Planning Officers in CDC and SDNP with WSCC the same. There are problems with recruitment and retention. It was suggested that perhaps an increase in fees would help but would this get back to the departments!?</p>	
<p><b>233/22</b></p>	<p><b><u>VISIBLE GATES TO EACH PART OF THE PARISH:</u></b> Update on progress.  Cllr Plummer reported that WSCC Darren Rolfe (Leader of the WS Volunteers) has advised that their Land Rover that had broken down is now back, but consequently there is a backlog of work. Cllr Plummer will be meeting Darren to progress/check exact locations and hopefully installation will be in January.</p>	<p><b><u>DP</u></b></p>
<p><b>234/22</b></p>	<p><b><u>FLOODING AT NEW ROAD / HAT HILL – OPERATION WATERSHED PROJECT:</u></b> Started on 14<sup>th</sup> November, now completed.  Cllr Holden reported that this work took just over a week and is looking good. If results are as successful as that previously done on Westerton Lane it will be good. The contractors also found several drainpipe issues, now rectified. Thanks to Goodwood and to Landbuild for their work on this project, and to WSCC Operation Watershed for the funding.</p>	
<p><b>235/22</b></p>	<p><b><u>ALLOTMENTS AT MADGWICK PARK:</u></b> Update and fix date for the inaugural meeting  Cllr Plummer reported that BDW had started work and are now taking spoil away. The Solicitors are dealing with the Transfer of Land. Handover to the Parish Council is hoped for in March. A tentative date of 24<sup>th</sup> January at 7pm has been pencilled in for the Inaugural Meeting for the potential Allotment Holders.</p>	<p><b><u>DP/LFL</u></b></p>
<p><b>236/22</b></p>	<p><b><u>POLICING IN / AROUND THE AREA:</u></b> Update on PCSO's and contacts  The Parish Clerk reported that Sussex Police have changed the way the PCSO's are allocated and Westhampnett is now covered by the Inner Chichester Neighbourhood Policing Team (NPT). They intend to hold regular Parish Council Zoom meetings, but these will be in the daytime so not so useful for many Parishes. The Parish Clerk to send them the dates of the 2023 PC meetings to see if anyone from the NPT can attend. The Team is as below:</p> <p>Sergeant Ebu Faal  PC Rob Paterson  PCSO Nat Tortoriene  PCSO Paul Slater  PCSO Jason Lemm</p>	<p><b><u>LFL</u></b></p>

236/22 Cont.	<p>Cllr Potter reported that there are only 4 fulltime Police Officers in Chichester, and whilst Sussex Police can recruit, the Officers don't seem to stay.</p> <p><b><u>CDC Cllr Potter and WSCC Cllr Hunt left the meeting at 8.26pm</u></b></p>	
237/22	<p><b><u>COMMUNITY HALL:</u></b> (Chairman of the Hall Committee: Cllr T Ashcroft)</p> <ol style="list-style-type: none"> <li>1. <u>Update on Bookings:</u> Mr Richard Skillern reported that bookings were holding up, fewer over Christmas but private hires are ticking over. Rates are as low as they can be, and other local Halls have put their rates up. St Peters Church monthly booking cancelled as not enough attendees.</li> <li>2. <u>Update on Finances:</u> The Lloyds Bank Account is £36,535.15 as at 12/12/22.</li> <li>3. <u>Update on Care of Building:</u> Mr Chris Maher reported that the Fire Extinguisher in Reception is now off the wall and fixing damaged. Repair of the wall to be done and Fire Extinguisher put back. Added to the Snag list.</li> <li>4. <u>Update on NHB 32/20 - Audio Visual:</u> Mr Richard Skillern reported that another quote has now been received, now have 2 and a 3<sup>rd</sup> one to be obtained. The quotes are for easy-to-use equipment including a Smart TV in Reception. Sound proofing can easily be done at a later date.</li> <li>5. <u>Review of Christmas Event &amp; Switch On of Lights on Village Green and at Westerton:</u> Cllr Ashcroft reported that the event at the Community Hall went well, lots of people attended, and it was most enjoyable. Lights switched on at both Trees. The Parish Clerk to send a formal Thank You to Mrs Maggie Walsh and her team.</li> <li>6. <u>Noticeboard for Outside Hall Wall - Update on purchase:</u> The Parish Clerk reported that the revised cost for the Noticeboard lock was an extra £120. This seems excessive, so need to find another supplier, or decide to pay the extra amount if nothing else suitable.</li> <li>7. <u>Hall Name Sign – Update of Planning Application:</u> The Parish Clerk and Mrs Jean Hardstaff have mostly completed the application on the Planning Portal but stuck with a query and need to upload some documents.</li> <li>8. <u>Weed Treatment – Selection of Supplier:</u> Cllr Ashcroft confirmed that the preferred supplier is Green Thumb from Lavant. A site visit will be arranged in January.</li> <li>9. <u>Any other business:</u> It was confirmed that the Café is now closed, review for Easter re-opening.</li> </ol>	<p><b><u>TA</u></b></p> <p><b><u>RS</u></b></p> <p><b><u>LFL</u></b></p> <p><b><u>LFL</u></b></p> <p><b><u>LFL</u></b></p> <p><b><u>TA</u></b></p> <p><b><u>TA / RS</u></b></p>
238/22	<p><b><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA:</u></b></p> <ol style="list-style-type: none"> <li>1. Cllr Plummer proposed some Speed Monitoring Signs should be assessed / considered.</li> <li>2. Cllr Burborough advised that new Quotes will be needed for a Goal post.</li> </ol>	
239/22	<p><b><u>PARISH FINANCIAL MATTERS (See separate emails for relevant details):</u></b></p> <ol style="list-style-type: none"> <li>1. <u>To approve the Accounts to 30<sup>th</sup> November 2022, with balances of all Bank Accounts recorded:</u> The Accounts had been previously circulated to all Councillors. There being no questions, the approval of the accounts was proposed by Cllr Burborough, seconded by Cllr Plummer, and the Accounts were signed by Cllr McLeish. Balances as at 30<sup>th</sup> November 2022: Barclays Bank £150,376.68, NS&amp;I £334,801.20 and Lloyds Bank £35,790.15.</li> <li>2. <u>To receive proposed precept value and budget, to be finalised at the PC meeting in January:</u> The proposed precept model and budget for 2023/24 had been previously circulated to all Councillors. The Parish Clerk explained that even with a zero increase in precept payable the Parish income would increase a small amount due to the additional number of rate payers. The suggested budget could be delivered with a zero increase. The Councillors to consider if there are any alterations, additions or deletions, and the final figures will be approved at the next meeting on 16th January.</li> <li>3. <u>Any other business:</u> The Councillors discussed considering allowing for <u>Planning Consultancy costs</u> as 2 large Planning Applications are likely to happen in 2023. Could this be within the budget? To be decided at the next meeting on 16<sup>th</sup> January.</li> </ol>	
240/22	<p><b><u>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS:</u></b> None.</p>	
241/22	<p><b><u>DEALING WITH LOCAL ISSUES:</u></b></p> <ol style="list-style-type: none"> <li>1. <u>Flooding at Holmwood House and Culvert down to Coach Road:</u> The Parish Clerk advised that the flooding was ongoing, and Cllr Hunt had been progressing this with WSCC Lead Local Flood Authority team. Mr Bob Keatley, a resident, asked what WSCC were doing. The Parish Clerk explained that there was a process to follow to request / require the owner of Hadley House to restore the culvert. NB: In the minutes of the PC meeting held on 14<sup>th</sup> November the wrong house name was typed. It should have been "The CDC Drainage Engineer requested that WSCC Lead Local Flood Authority team send a legal letter to the owner of <b>Hadley House</b>, and that has been done".</li> <li>2. <u>Sewer issues at Maudlin:</u> Cllr McLeish reported that Sandbags and Pumping had been needed to prevent foul water getting into the adjacent homes. Southern Water have assured residents in a letter dated 9<sup>th</sup> December 2022 that this will be ongoing until a solution is found.</li> <li>3. <u>FP417 – Logs to block access and restriction of access to The Plantation:</u> Cllr Holden explained that as the Plantation was planted in 2005, and so the period of use is less than 20 years, nothing can be done to prevent the closure of the access. A resident asked why this had been done? Goodwood had asked that it be closed; it is suspected to be to do with the RR planning application.</li> <li>4. <u>Strong Smell in vicinity of Madgwick Lane / Old Place Lane on 4<sup>th</sup> November – Update:</u> Cllr Plummer reported that this was caused by the farmer spraying an herbicide. The Environmental Health Officer said the smell had gone and there were no residues in the water run-off. Mr Heaver, the farmer, now has</li> </ol>	<p><b><u>JH</u></b></p>

<p><b>241/22 Cont.</b></p>	<p>the WhatsApp and FB for Madgwick Park and has offered to advise the residents when he is going to spray so people are aware.</p> <p>5. <u>Westerton Lane sharp Bend – Update:</u> Cllr Ashcroft has taken some photos of the bend. Next need to apply to WSCC Highways for signage.</p> <p>6. <u>Westerton Defib – Update:</u> Cllr Ashcroft advised that the ideal place for this would be in the Telephone Box which could be bought from BT. It would need a volunteer to do the Box up and keep it tidy. It may be possible to use a solar powered one in the Bus Shelter. The cost could be circa £4.5k. She will put together some options.</p>	<p><b><u>LFL</u></b></p> <p><b><u>TA</u></b></p>
<p><b>242/22</b></p>	<p><b><u>QUESTIONS BY THE PUBLIC:</u></b> 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>None.</p>	
<p><b>243/22</b></p>	<p><b><u>DATE OF NEXT FULL PARISH COUNCIL MEETING, AND DATES FOR 2023:</u></b>            Dates for 2023 were agreed as            16 January 2023            13 February 2023            13 March 2023 - to include the Annual Parish Meeting 6pm - 7pm, then PC meeting at 7pm            17 April 2023            4 May 2023 (Parish Council Election Day)            15 May 2023 (Annual Meeting of the Parish Council where Chairman, Vice Chairman etc are voted)            12 June 2023            10 July 2023            No meeting in August 2023            11 September 2023            9 October 2023            13 November 2023            No meeting in December 2023</p>	
<p><b>244/22</b></p>	<p><b><u>CLOSE MEETING:</u></b>            The Chairman closed the meeting at 8.58pm.</p>	

**Signed.....**  
**Chairman of Meeting**

**Date.....**