



# 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 10<sup>th</sup> October 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 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.

12 members of the public also attended.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
183/22	<p><b><u>OPEN FULL COUNCIL MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b></p> <p>Cllr McLeish opened the meeting.</p> <p>Cllr McLeish read out the following:</p> <p><b>Westhampnett Parish Council and residents wish to express their great sadness and sincere condolences to the Royal Family following the sad news of the death of Her Majesty, The Queen on 8<sup>th</sup> September 2022 in the afternoon. Her Majesty's dedication and commitment to her role and country is unrivalled and her historic reign will never be forgotten. Our thoughts are with the Royal Family at this time.</b></p> <p><b>Our best wishes are conveyed to His Royal Highness, King Charles III, long may he reign over us.</b></p> <p>A Minute's Silence was held as a mark of respect.</p> <p>Apologies were received from Cllr S James.</p>	
184/22	<p><b><u>PARISH COUNCILLOR MATTERS</u></b></p> <p><b><u>RESIGNATION:</u></b> The resignation of Cllr Caroline Moth has been received. The Chairman thanked Cllr Caroline Moth on behalf of the whole Parish Council for her contribution over the last few years. The Parish Clerk was asked to send a Thank You card.</p> <p><b><u>VACANCIES:</u></b> There are 3 vacancies on the Parish Council. Anyone interested should contact the Parish Clerk. Election is not required at present, co-option is permissible, then all Councillors will be up for Election on 4<sup>th</sup> May 2023. The Chairman re-iterated that the Parish Council would be pleased to have applications to fill the vacancies.</p>	<b><u>LFL</u></b>
185/22	<p><b><u>DISCLOSURE OF INTERESTS:</u></b> Cllr Burborough – as an employee of Rolls Royce.</p>	
186/22	<p><b><u>CONFIRM MINUTES OF THE LAST FULL PC MEETING held on 8<sup>th</sup> August 2022</u></b> The Minutes for the Parish Council meeting held on 8<sup>th</sup> August 2022 were accepted. Cllr Holden proposed that they be approved, this was seconded by Cllr Burborough, all were in favour and they were then signed by the Chairman.</p>	
187/22	<p><b><u>MATTERS ARISING:</u></b> To deal with any matters arising from the Minutes of the last meeting. None.</p>	

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**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. Monday 10/10/22  
District Councillors Report.

Once again, the fall in footfall in the City was called into question with a motion proposal to create a task group to investigate reasons why people are not frequenting the shops. This was debated at great length at the recent Full Council Meeting held, for the first time, at 6pm in the evening on 27th of last month. It was a trial meeting to test the water for evening meetings to enable the working public to attend and possibly encourage younger working people to become Councillors who feel that they can't commit to Council work whilst working full time. There were six members of the public present for short periods of time and six Councillors absent for various reasons, not a good indication of preference for evening meetings.

The consensus of why city centres are suffering were many and varied, on-line shopping being the foremost, out of town retail outlets, the cost of parking, the influx of too many coffee shops and restaurants, and a major complaint was the very poor state of the paving in the pedestrian areas. Several cases of quite serious injuries resulting from trips and falls were cited and elderly folk determining not to shop in the city. The pavements are, of course, the responsibility of WSCC Highways who, they say, don't have the financial resources to remedy the situation.

The District Council have launched a campaign, 'Supporting You' to help people who are struggling through this dreadful financial crisis. There are people who you can call on for advice, or just to chat to, as well as financial help and guidance if you are struggling to 'get by'. The Council website [chichester.gov.uk/supportingyou](http://chichester.gov.uk/supportingyou) gives all details of help which is available.

The current dramatic rise in interest rates is expected to have an impact on House building, if people can't buy then they will stop building. Good for our fast becoming overpopulated District but not so good for those who'd like to own a home of their own. It is also likely to affect rents in the private sector, higher 'buy to let' mortgage interest rates will probably result in rent increases being imposed by owners. It's a gloomy picture indeed.

The ongoing issue of sewage release was addressed in an online debate arranged by our MP Gillian Keegan with representatives of Southern Water, Ofwat, the EA, the Harbour Conservancy and Natural England. This webinar was open for anyone to listen in and ask questions, none of which hadn't been asked before, and the same old answers, which amount to lack of forward thinking and massive underinvestment. The benefit of any proposed improvements won't be seen for at least 15 years, dependant on future housing in the south of the country!

I was staggered to learn of the application for a change of use from garage/workshop to a holiday let enterprise. It is surprising the lengths people are prepared to go to flout the planning system. Had the original application for a holiday let property been made, it would never have received consent! It will be interesting how this will be determined. I think it was quite obvious what the intent was when the deviations from the original consent were made as the building progressed. Outrageous!

On that less than cheerful note I'll end this report!

Cllr. Henry Potter.

Goodwood Ward of CDC.

There were no questions.

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

Westhampnett PC WSCC Report 10/10/22  
County Council Update

WSCC, like many others - both businesses and individuals - is being impacted by increasing inflation, which will be a real challenge over the coming months. This will obviously impact on our in-year budget, as well as our Medium-Term Financial Strategy over the next four years. Of particular concern is the continuing pressure on our social services, with placement costs for both looked after children and for adults of all ages who are in need of support, getting ever more expensive. Of course we are also in limbo regarding what our government funding levels are likely to be going into next year. Despite the new Chancellor's recent 'fiscal event' there was no reference to LA funding, but hopefully we will get some indication before too long. Back in June, before Boris Johnson resigned, Michael Gove had announced a two-year settlement, which was welcomed. However, that is now very unlikely to materialise, so we wait to see what happens going forward.

We realise that our residents across the county are understandably worried about the increasing cost of living pressures. Those pressures have been relieved slightly by the government introducing a fuel cap, which was obviously welcomed by both households and businesses alike. Also, to help households with the cost of increased gas and electricity, there is a one of £400 grant. There are also a number of other grants available to support people across the board, particularly those who are paid disability benefits or are on low incomes. To check these out there is a useful government website at:

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<https://helpforhouseholds.campaign.gov.uk/> Whilst the County Council has no additional resources to directly help individuals or households with these cost of living pressures - especially as we are expecting our own financial challenges with additional cost pressures across many of our services - we will however be supporting residents by providing information, advice and support across a wide range of issues. Help and advice can be found at either our libraries ( <https://www.westsussex.gov.uk/libraries/contact-the-library-service/> ) - which are open six days a week - or by contacting our community hub ( <https://www.westsussex.gov.uk/fire-emergencies-and-crime/coronavirus-covid-19-information/advice-and-support/community-hub/> or call 033 022 27980) which is open seven days a week.

Despite our financial challenges, our teams continue to deliver excellent services. Early in August we published our Annual Report 2021 - 2022 and this can be found at; [www.westsussex.gov.uk/media/17711/annual\\_report\\_2021-22.pdf](http://www.westsussex.gov.uk/media/17711/annual_report_2021-22.pdf) and I urge you to take a look. The report shows that the County council has made significant developments throughout the year but recognises that there is still more to do on our improvement journey. Some key highlights include:

- 76,477 people supported by the Community Hub during the pandemic
  - 3,355 Safe and Well Fire Service visits to homes to improve fire safety
  - 2,385 enterprises supported to start, revive, innovate and grow
  - 650 road improvement schemes delivered
  - 16.3km of cycleways created
  - 88.8% of schools rated Good or Outstanding by Ofsted
  - 5.81m uses of our libraries' digital and virtual services by residents
  - 10% reduction in CO2 emissions produced by County Council activities from 2019/20
  - 11% reduction of operational property to help make best use of resources and deliver more effective services
- In his foreword, Council Leader Paul Marshall said: "The past year has been one of real progress for West Sussex County Council as we continued on our improvement journey while delivering vital services for our communities".

In July the WSCC school meals team won the Catering Business of the Year 2022 award, beating multi-million-pound private caterers. The Council's small team of around 45 Cook Supervisors, Catering Assistants and Officers fought off competition from other councils and private caterers with huge resources to scoop the top prize at the LACA Awards for Excellence. John Figgins, the Council's head of catering, who was also shortlisted for an individual prize, said "Awards like these shine a light on a group of people that are so dedicated and hard-working, a team that have a 'let's get it done' attitude, who just want to do the best by the children they feed in school, always finding solutions to keep the meals healthy and sustainable."

#### Local Issues:

- County Council Meeting Friday 14th October/Public Cabinet Tuesday 18th October

Just a reminder that our next full County Council Meeting is on Friday 14th October, starting at 10.30am. Also, our next Public Cabinet meeting is on Tuesday 18th October at 10.30am. The papers for CC will be published later this week, and for the Cabinet meeting early next week. I will be updating cabinet on our Medium-Term Financial Strategy, including inflationary pressures. You can attend both meetings in person or view them on our webcast.

- Westhampnett Amenity Site

Just a reminder that from Saturday 1st October the opening hours for the Westhampnett Amenity site have changed. The winter hours are from 9am to 4pm daily, except Tuesdays when the site is closed all day. Also, just a reminder that Westhampnett - together with a number of our other sites - can now accept hard plastic items for recycling - such as plastic chairs, boxes, pipes, toys and children's slides. Also, the new 'speedy' shutter doors are imminent - and may even have been fitted this weekend.

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

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

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Cllr Hunt read out his report adding that the change of Government / policies has presented challenges.

Mr Bob Keatley, a resident, asked if the Planting on the Solar Farm is now scheduled, Cllr Hunt advised he did not know, and would come back about that.

**JH**

Cllr Hunt advised that the new Shutter doors at the HWRS were to be fitted this weekend just gone, and he will check this has happened.

**JH**

Cllr Burborough asked Cllr Hunt about the cleaning of the road by the HWRS. This has still not been done, and there is plenty of rubbish ingrained in the road surface, along the edges and in the drains, blocking them. One of the drains is sited too high in relation to the road and so the rain gathers in a puddle. A photo should be taken of these when it is raining to illustrate the blockage, and height.

**LFL /  
SB**

Mrs Marcia Ewan, a resident of Madgwick Park explained in depth how difficult it had been throughout the summer, dealing with the effects of the smell from the HWRS. They were unable to have windows open, even

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when it was very hot, could not sit outside, and taking her dog out for a walk made her heave. Another Madgwick Park resident, Mrs Sadie Thurlow, agreed that it had been very bad. The residents had complained to WSCC, CDC and the Environment Agency but to no avail.

Cllr Hunt suggested further monitoring now that the new Shutters have been installed. There followed an extensive discussion about the number of times this matter had been raised by the Parish Council and various residents with all the relevant bodies, and no permanent solution has been actioned.

The Parish Clerk was asked to write to WSCC Paul Madden to get the road properly scrubbed.

Cllr Hunt will ask WSCC Paul Madden to attend the next PC meeting on 14<sup>th</sup> November, with this matter being early on the Agenda.

The Madgwick Park WhatsApp group will share contact details to advise of smells.

Rev Rachel Hawes suggested that a legal Class Action might help if no progress was made.

Cllr Potter asked if the Manager of the Transit site is aware of these issues and perhaps that is why the travellers do not wish to go into the site? He added that WSCC Councillor Deborah Urquhart is the Cabinet Member responsible for Environment and Climate Change.

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

**Westhampnett Parish Council 10.10.22 v1  
Operations**

- *Normal operations - the manufacturing plant is at full production.*

**Planning applications**

**Recent submissions, with decision:**

- *Extension to first floor mezzanine, minor facade alterations and associated works. Ref. 22/00777/FUL. Permitted.*
- *External sub-station – to support site requirements Ref. WH/22/-01693/FUL. Permitted.*
- *Additional Roller Shutter Door to Logistic Road (Building 50.0) to assist material access and production process flow (WH22/01663/FUL) – Permitted (12 September 2022).*

**Submitted, pending decision (reference number):**

- *Discharge of condition 4 from planning application WH/22/00777/FUL (22/01655/DOC). Note: potential for date change due to rescheduling of event – tbc.*
- *Canopy for electric charging station (Ref. WH/22/01995/FUL) - submitted 3 August 2022.*

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

- *Staff communication 'totems' / information screens (Advertisement Consent November 2022).*
- *Internal multi-tier 280sqm, increased user space to support production (November 2022).*

**Topics closed**

- *Additional air conditioning units – external location to be determined and design drawn up. Topic closed due to reconfiguration of existing system.*

**Proposed Development**

- *Site surveys continue, including photography of site.*
- *'Mini educational survey' by a class from March School on 05/10/22 on the land to the East of Rolls-Royce. Hosted by Rolls-Royce and our survey supplier.*

GECL and the Parish Council have been kept informed.

**Recent News**

ROLLS-ROYCE REVEALS TRANSFORMATION OF WILDLIFE GARDEN

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0403542EN/rolls-royce-reveals-transformation-of-wildlife-garden>

ROLLS-ROYCE CELEBRATES CENTENARY OF THE 'TWENTY'

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0404267EN/rolls-royce-celebrates-centenary-of-the-twenty%E2%80%99>

MUSE, ROLLS-ROYCE ART PROGRAMME UNVEILS WINNING ARTWORKS INSPIRED BY THE SPIRIT OF ECSTASY

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0404415EN/muse-rolls-royce-art-programme-unveils-winning-artworks-inspired-by-the-spirit-of-ecstasy>

LFL

JH /  
LFL

DP

<p>188/22 Cont.</p>	<p><b><u>Contacts</u></b>  <i>In Andrew Ball's absence/if not available:</i>  Client Contact Team  01243 525700  enquiries@rolls-roycemotorcars.com</p> <p>Cllr Holden advised that some <u>survey type markings</u> have been seen on FP417 and in Sidengreen Lane. There are some on the north section of FP417. It is understood that area is beyond the proposed development area, and so would be outside the remit.</p> <p><b><u>Rev Rachel Hawes – St Peters Church gave a verbal report:</u></b>  Rev Hawes attended this meeting so that she could explain in more detail the proposals for changes within the Church building. She said:</p> <p>The Church itself is very old, with a mix of additions / changes over many centuries. The Victorians were the last people to do major works, putting in the wooden floor and pews, many of which now have woodworm. There is very little open floor space available.</p> <p>There is now a need for a new floor, under floor heating, moveable pews, a small kitchen, a loo, and a small meeting room which would be entirely glass. The Font would also be re-positioned to allow better access all round it. It is hoped these suggestions would provide a more flexible use of the space inside the Church.</p> <p>Recently, 650 Community Questionnaires were delivered throughout the Parish, and about 10% have been received back. The responses were very positive, with some interesting suggestions too. There was a concern that the Church activities would compete with the Community Hall, however Rev Hawes stressed that was not intended, rather the two would be complimentary.</p> <p>The Drawings of the plans are displayed in the Church, which is open daily from 9am – 4pm.</p> <p>Rev Hawes advised that she is now making the Grant application, and an amount of approximately £350,000 would be needed.</p> <p>The Chairman thanked Rev Hawes for coming to the meeting and explaining the plans.</p>	
<p>189/22</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>Transit Site &amp; Traveller Liaison Meeting 7<sup>th</sup> September, standing in for Cllr Burborough:</u> The Parish Clerk attended this meeting and reported that much of the discussion was to do with the actions taken on the Broyle estate to deter future incursions, and the recent issues on Goodwood land. She had raised the matter of the group partying on the Westerton Playing Field, and Piers Taylor had offered to go there and see if adding a barrier could be a suitable deterrent. Residents of Madgwick Park reported that travellers' vans (often untaxed) are being parked on estate roads; on corners and half up on pavements, often causing obstructions. Resident were advised to email Sussex Police Chief Constable Jo Shiner about this every time it happens. Also, the residents had complained about dogs barking, but nothing was done. The Parish Clerk added that the absence of Scott Judge, the WSCC Gypsies and Travellers Team Manager, at the Transit meeting was noted, and that he had not attended any of these meetings since his appointment 18 months ago. When the site was mooted, the Parish was assured that the site would be monitored 24/7, but this has never happened. The Parish Clerk was asked to write to CDC Chief Executive Diane Shepherd about this. Cllr Hunt said he would speak to Scott Judge about the issues. Cllr Plummer advised that Barratts have put in an application for double yellow lines within the estate.</li> <li>2. <u>Gigabit Voucher Scheme:</u> Cllr McLeish advised there was no update at present as now waiting about 6 months before commencement. Mrs Hazel Bate said that some people had needed to renew their Broadband agreements recently, and she has details of what steps need to be taken. She will provide this to the PC, and will share on WPC &amp; Westhampnett Matters Facebook.</li> <li>3. <u>Madgwick Park Landscaping, Safety Barrier etc:</u> Cllr Plummer attended a meeting with Brad Slingo from Barratts. Barratts have confirmed that they may have breached the Landscaping permission, as the landscaper they contracted is not an approved company. Residents have been made aware of service charges in relation to the Sports Pavilion which CDC insisted was included in the Planning Permission. However to access this from Madgwick Park will be a 2.5mile journey by road. The provision of litter / dog bins within / near Madgwick Park is to be considered. The Parish Clerk was asked to get a site approved on the north side of Stane Street. Due to CDC being unable to install or empty any further bins in the entire District, the Parish Clerk was asked to obtain a quote from Biffa for the emptying of all current bins, including the one at Westerton and proposed addition ones (Stane Street, Stocks Lane, and possibly the Village Green).</li> <li>4. <u>New crossing points on Stane Street – update:</u> Cllr Burborough advised the kerb is now fixed, but the crossing point on the north side of Stane Street has a lower level of road, and high kerb, and she witnessed a lady with a pushchair struggling to get up onto the pavement just before a car came along. This is very dangerous. She will send a photo to Cllr Plummer to take up with Barratts. A request for a proper crossing on Madgwick Lane was also received and the Parish Council were advised to apply to the WSCC Community Highways Scheme.</li> </ol>	<p><u>PT</u></p> <p><u>LFL</u> <u>JH</u></p> <p><u>HB</u></p> <p><u>LFL</u></p> <p><u>SB /</u> <u>DP</u></p> <p><u>LFL</u></p>

<p>189/22 Cont.</p>	<p>5. <u>Container for Volunteers – update on rent or buy, decision to be taken:</u> The Councillors discussed the option of rent or buy, and decided to rent for the first year. Cllr Plummer will arrange for details of the supplier to be sent to the Parish Clerk to set up an account / do the agreement. The Parish Clerk will visit the Nursery House to explain the details about the container, and Cllr McLeish will contact Mr Luke Davies to see if the concrete pads needed could be installed by the groundworks team currently onsite next door in the Children's Nursery development. Contact details to be provided to Cllr McLeish by the Parish Clerk.</p> <p>6. <u>Any other reports:</u> None.</p>	<p><u>LFL</u> <u>CMcL</u> <u>LFL</u></p>
<p>190/22</p>	<p><b><u>PLANNING MATTERS:</u></b> To receive a report on recent planning applications.</p> <p><b><u>Planning Update since the last Parish Council Meeting on 8<sup>th</sup> August 2022</u></b> <b><u>New Planning Applications for the period week 32 (11/08/22) to week 40 (05/10/22) inclusive</u></b></p> <p><b><u>WH/22/02274/DOM</u></b> - 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; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RHS0V8ERL0J00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RHS0V8ERL0J00</a></p> <p><b><u>PC must comment by 26/10/22</u></b></p> <p><b><u>WH/22/02269/DOM</u></b> - 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; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RHQQE3ERL0200">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RHQQE3ERL0200</a></p> <p><b><u>PC must comment by 05/10/22,</u></b> <b><u>On 07/10/22 the PC asked CDC for an extension of time to reply</u></b></p> <p><b><u>WH/22/02218/FUL</u></b> - Case Officer: Louise Brace Goodwood Estate Company Limited 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; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RHF48KERKQM00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RHF48KERKQM00</a></p> <p><b><u>PC must comment by 28/09/22</u></b></p> <p>The PC had no Comments to make.</p> <p><b><u>WH/22/01952/DOM</u></b> - Case Officer: Emma Kierans Ms Kristin Pagano Kintail Lodge Claypit Lane Westhampnett Chichester Retrospective annex to main building. O.S. Grid Ref. 488122/106367 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RFQB5GER0ZU00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RFQB5GER0ZU00</a></p> <p><b><u>PC must comment by 07/09/22</u></b></p> <p><b><u>The following comments were lodged on 15/09/22:</u></b> Westhampnett Parish Council has reviewed this application and would request that, if approved, a condition is made that the Annex is for the sole benefit and enjoyment of the owner of Kintail Lodge.</p> <p><b><u>WH/22/01995/FUL</u></b> - Case Officer: Louise Brace c/o agent Rolls Royce Motor Cars The Drive Westhampnett Chichester Replacement of 2 no. existing car parking spaces (with electric vehicle charging) with 6 no. electric vehicle charging points and visitor car parking spaces, the erection of a canopy and associated works including landscaping. O.S. Grid Ref. 488512/106717</p>	

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To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RG1ME2ERJNX00>

**PC must comment by 07/09/22**

The PC had no Comments to make.

**Update on outstanding Planning Applications**

**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 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.

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 overdue**

190/22  
Cont.

**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/22/01663/FUL** - Case Officer: Alicia Snook

c/o agent

Rolls Royce Motor Cars The Drive Westhampnett West Sussex

External alterations to service area comprising the installation of 1 no. new roller shutter door at Building 50.

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=RE88UXERI6R00>

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

The PC had no Comments to make.

**Permitted 12/09/22**

### **Extract of Conditions:**

Conditions to be complied with at all times during construction:

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

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

4) The roller shutter door hereby permitted shall be kept closed when not being used for access/egress to the building.

Reason: In the interests of protecting the amenity of the surrounding area.

**WH/22/01303/DOM** - Case Officer: Sascha Haigh

Mrs Yunhong Guo

21 Hamilton Way Westhampnett Chichester West Sussex

Retrospective garden room.

O.S. Grid Ref. 487924/106410

<https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=RC2V4GER12Q00>

**PC must comment by 10/08/22**

The PC had no Comments to make.

BDW Homes confirmed they have given permission.

**WH/22/01693/FUL** - Case Officer: Freya Divey

c/o agent

Rolls Royce Motor Cars The Drive Westhampnett Chichester

Erection of a new external switchgear room and associated works, including external alterations.

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=REAR89ERIA800>

**PC must comment by 10/08/22**

190/22  
Cont.

The PC had no Comments to make.

**Permitted 02/09/22**

**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/22/01409/DOM** - Case Officer: Freya Divey

Mr Barry Hickey

Little Place 24 Stane Street Westhampnett Chichester

Removal of timber and glass porch including reconfiguration of roof to retain single storey brick structure. Single storey rear extension.

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=RCP5ZDER0ZU00>

**PC must comment by 27/07/22**

**The following comments were lodged on 24/07/22:**

Westhampnett Parish Council have considered this application and would like to Comment as follows:

Size.

The proposed rear ground floor extension extends 6.5M from the face of the existing property. CDC planning officers are requested to confirm that the right of light at ground floor level to Ash Keys, the adjacent property, is not compromised using the 60° rule.

Windows.

Timber windows are used in the older properties along Stane Street, of which this is one. No alterations are proposed to the existing timber windows on the north and first floor south elevations.

The factory finished metal side-hung casements or metal & glass doors proposed for the extension appear to be out of keeping with the existing.

Roof Tiles.

The roof tiles on the proposed extension should be in keeping with the current property. The proposed light green slate tiles will be out of keeping.

Render Finish.

It is stated that "The new walls are finished externally in painted render." No colour is mentioned.

**Refused 15/08/2022**

**Extract:**

The reason for the Council's decision to refuse to permit the above development are:

- 1) The proposed extension would result in unbalanced design, the proposed roof form and use of materials would result in an unacceptable design which would not accord with Policy 33 of the Local Plan and the proposed alterations would not appear sympathetic to or be well integrated with the host dwelling. The proposed arrangement would result in a discordant design approach that fails to respond to the established character of the area and the existing dwelling. Consequently, the proposal constitutes a poor quality of design that would fail to achieve a good standard of architecture, and which would have a harmful impact both upon the appearance of the host property and the character and appearance of the surrounding locality. As such, the proposal is contrary to Policy 33 of the Chichester Local Plan and paragraph 130 of the NPPF.
- 2) This decision has been based on the following plans: 02, 01, 03, 04A, 05, 05A, 06, 07, 07A, 08, 09

**Other Matters**

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

The PC have been advised of this review which includes Westhampnett, and further comments are to be prepared.

In July 2021 CDC Members considered a report "Local Plan and Strategic Infrastructure Update 1" and since then have been working on details of this report. On 19/01/22 CDC Planning Policy department advised the PC that sites within the District / Parishes are under consideration and confirmed that a meeting with the Parish Council could be arranged.

<p><b>190/22 Cont.</b></p>	<p>The Parish Clerk emailed Mr Toby Ayling on 05/02/22 to ask him to a face-to-face site meeting to review the HELAA sites in the Parish, in person. Toby has now left CDC, and Mr Tony Whitty has replaced him as Planning Policy Divisional Manager. Emailed Tony on 08/03/22 asking for a meeting. Reply awaited. Dates now offered and one to be agreed with PC, with meeting to be attended by Mr Andrew Frost, Director of Planning and Environment and Mr Tony Whitty.</p> <p>The Parish Council met Mr Andrew Frost and Mr Tony Whitty, via Zoom, on 25<sup>th</sup> April. This meeting was also attended by CDC Cllr Henry Potter, WPC Cllrs, Mrs Jean Hardstaff and the Parish Clerk.</p> <p>Mr Andrew Frost gave an update on the current position of the Local Plan for the area, and the background work currently being undertaken. The constraints of the local area were highlighted (A27, other local roads, SDNP etc) and he advised that CDC must look exhaustively at all options.</p> <p>The HELAA sites within Westhampnett were discussed in depth, and it was clear that there was more work to be done by CDC prior to their decision on suitability. Mr Andrew Frost confirmed that Mr Tony Whitty would be keeping the Parish Council informed.</p> <p>At the Parish Council meeting held on 13<sup>th</sup> June 2022, the Parish Councillors discussed the Planning Inspectorate decision upholding the appeal for residential development on Madgwick Lane. The Parish Clerk was requested to write to Mr Andrew Frost, CDC Director of Planning, copied to Cllr Potter stating: "Now that this housing has been allowed the Parish Council will object to further housing in Westhampnett and ask that proposals for more housing and land use are not included in the numbers".</p> <p>The Parish Clerk sent an email to Mr Andrew Frost, copied to CDC Cllr H Potter, on 22<sup>nd</sup> July 2022: <b>Extract:</b> <i>The Parish Council feel most strongly that the Parish has had enough housing in recent years and it must be allowed to settle as a larger community, now to include another 165 houses. The Parish Council would be most grateful if this important factor could be taken into consideration and no further Parish areas be included in the proposed Local Plan.</i></p> <p>A reply was received from Mr Frost on 26th July 2002: <b>Extract:</b> <i>As I think you are aware from our meeting in April, we are continuing to work on the remaining evidence to support the local plan strategy, particularly in relation to transport issues and so no decisions about housing numbers have yet been made. I do nevertheless acknowledge the concerns of the parish council in respect of the appeal decision and have asked Tony Whitty, Planning Policy Divisional Manager to consider the implications for the local plan. We will update you again in due course.</i></p> <p>Nothing further received to date. <b><u>Linda Lanham, 10.10.22</u></b></p> <p><b><u>Additional very recent Planning Application</u></b></p> <p><b><u>WH/22/02281/COU</u></b> - 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: <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RHSLQ7ERL1O00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=RHSLQ7ERL1O00</a></p> <p>Cllr Potter commented that the Parish Council should strongly object to this application, and that he would have the opportunity to Red Card it if necessary. The Parish Council are considering its response.</p> <p>Regarding the other outstanding planning application for this property, being a new Front boundary wall and gates, the Councillors stated that this area is a wildlife corridor and the hedgerow should be maintained.</p>	<p><b><u>ALL/ LFL</u></b></p>
<p><b>191/22</b></p>	<p><b><u>OVERNIGHT PARKING FOR VEHICLES FOR SLOE FAIR IN OCTOBER:</u></b> Update</p> <p>Further to the email sent to WSCC and CDC in September, there has been a very helpful response from CDC Nick Simpson. He has liaised with the Showman's Guild to explain the issues, and they have advised that they have asked for the vehicles not to be parked in this area. The Parish Council has also been advised that any parking on the cycle lane / footpath should be notified to CDC Parking Services, or if an obstruction report to Sussex Police.</p> <p><b>Cllr Potter and Cllr Hunt left the meeting at 8.24pm.</b></p>	

192/22	<p><b><u>VISIBLE GATES TO EACH PART OF THE PARISH:</u></b> To ratify recent decisions taken for the approval of the supplier, installers and costs.</p> <p>The Councillors voted to ratify the decision to approve the supplier, installer and costs of £3,954 for the Village Gates, and £1000 for the Installation. All agreed.</p> <p>Cllr Plummer advised the gates are in manufacture this week and should be delivered by the end of next week. The installation date is about 4 weeks away.</p> <p>Mrs Sarah Plummer asked about the planting of bulbs around the Gates, and the Parish Clerk will provide her with the Parkers Commercial catalogue to choose varieties, and then orders can be placed. Hopefully these would be received so they could be planted at the same time as the Gates are being installed.</p>	<b><u>LFL/SP</u></b>
193/22	<p><b><u>FLOODING AT NEW ROAD / HAT HILL – OPERATION WATERSHED PROJECT:</u></b> Update - Start Date delayed until 14<sup>th</sup> November 2022.</p> <p>It was noted that the delay is due to a staff issue at the main contractor.</p>	
194/22	<p><b><u>DEFIBRILLATOR TO BE LOCATED AT THE COMMUNITY HALL:</u></b> To ratify recent decisions taken for the approval of the supplier, electrical works and costs.</p> <p>The Councillors voted to ratify the decision to approve the supplier, electrical work and costs of £1,695 for the Defibrillator, and £602.67 for the electrical work. All agreed.</p> <p>The installation date is 19<sup>th</sup> October.</p>	
195/22	<p><b><u>INSURANCE RENEWAL:</u></b> To ratify the decision to accept the revised Hiscox quotation from Gallaghers at £3,667.91.</p> <p>The Councillors voted to ratify the decision to accept the revised Hiscox quotation from Gallaghers at £3,667.91. All agreed.</p>	
196/22	<p><b><u>COMMUNITY HALL:</u></b> (Chairman of the Hall Committee: Cllr T Ashcroft)</p> <ol style="list-style-type: none"> <li>1. <b><u>Update on Bookings:</u></b> Cllr Ashcroft reported that bookings were picking up, and all current bookings are on the Website.</li> <li>2. <b><u>Update on Finances:</u></b> Cllr Ashcroft reported that the balance today on the Lloyds Bank account is £33,244.15.</li> <li>3. <b><u>Update on Care of Building including Emergency Lighting and Guttering:</u></b> Cllr Ashcroft and the Premises Manager will be meeting a Handyman to discuss dealing with any general maintenance that needs doing. A snagging list is being prepared, and the side guttering and the loft catch will be added to that. The Emergency Lighting has now been fixed.</li> <li>4. <b><u>Update on NHB 40/21 – Blinds:</u></b> The Parish Clerk reported that Apollo Blinds have agreed to supply replacement louvers for the south blinds on a 50/50 basis and at cost. These are on order and will be installed asap.</li> <li>5. <b><u>Café Banners / More Café Static Flags needed?:</u></b> Cllr Ashcroft advised that the café needs advertising very near Stane Street as the Hall is so set back from the road. After a short discussion the teardrop flag style was agreed, and the Parish Clerk will send details of a firm to Cllr Ashcroft. Mr Andrew Blanchard, a resident, suggested that the café might consider serving a different coffee, perhaps a pod based one more like people have at home nowadays.</li> <li>6. <b><u>Christmas Trees on Village Green and at Westerton:</u></b> Cllr Ashcroft confirmed that the annual Christmas Tree Lighting Up would be on Sunday 4<sup>th</sup> December from 2-5pm with Mince Pies, drinks etc. The Parish Clerk was asked to order 2 Christmas Trees, same size as previously.</li> <li>7. <b><u>Any other business: Westhampnett Hall Sign</u></b> The Parish Clerk to pick this up again now, and Mrs Maggie Walsh has obtained 1 <b><u>Weed / Feed quote</u></b> for the Community Hall area with another coming soon.</li> </ol>	<b><u>TA</u></b>  <b><u>LFL</u></b>  <b><u>LFL</u></b> <b><u>TA</u></b>  <b><u>LFL</u></b>  <b><u>LFL</u></b> <b><u>MW</u></b>
197/22	<p><b><u>ALLOTMENTS AT MADGWICK PARK:</u></b> Update</p> <p>Cllr Plummer advised that no work had started on the Allotments. There are 22 people on the waiting list, and 1 from outside the Parish. Cllr Plummer and the Parish Clerk will be having a meeting to go through the setting up of an Association. After that, there will be a meeting for all interested parties.</p>	<b><u>DP / LFL</u></b>
198/22	<p><b><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA:</u></b></p> <p>None.</p>	

199/22	<p><b><u>PLAY AREA INSPECTIONS AT WESTERTON &amp; VILLAGE GREEN:</u></b> Review Reports and any actions needed.</p> <p>The Parish Councillors have received the reports for both Play Areas, and Mr Bob Keatley has reviewed these regarding any recommendations. There were no serious matters to be attended to. He has prepared a schedule of minor works and is working through them.</p> <p>Mr Keatley raised the issue of the south entrance to the Village Green play area which gets muddy in wet weather. The inspector suggested rubber matting, or perhaps a manmade turf replacement would be suitable? The area to be covered would be in an arc from the fence both sides of the gate inside the Play area, and possibly outside too. The Parish Clerk has details of one possible material and will send to Mr Keatley.</p> <p>The Chairman thanked Mr Keatley and Mr Andrew Blanchard for their continuing work looking after the Play Areas.</p>	<u>LFL</u>
200/22	<p><b><u>PARISH FINANCIAL MATTERS (See separate emails for relevant details):</u></b></p> <ol style="list-style-type: none"> <li><u>To approve the Accounts from 1<sup>st</sup> August 2022 to 30<sup>th</sup> September 2022:</u> The Accounts had been previously circulated to all Councillors. The second precept payment of £34,805.00 has been received. There being no questions, the approval of the accounts was proposed by Cllr Holden, seconded by Cllr Ashcroft, and the Accounts were signed by Cllr McLeish.</li> <li><u>To note that Moore have concluded the External Audit and have signed the Section 3 – External Auditor Report and Certificate 2021/22:</u> Noted.</li> <li><u>Update on Community Hall Water Suppliers / Bills:</u> The Parish Clerk reported that the incoming water billed by Castle Water is now paid up to date, and that the billing for outgoing water is still being sorted out with SES. At present they are applying charges for Surface Water and Highways Drainage and these have been disputed and a resolution awaited. The remainder outstanding is £13.88.</li> <li><u>Any other business:</u> Cheques were signed just before the start of the meeting to cover recent invoices.</li> </ol>	<u>LFL</u>
201/22	<p><b><u>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS:</u></b></p> <p>As it is some time since the last Newsletter it was agreed to do another one now. All ideas to Cllr McLeish, including Christmas Tree date. Cllr Ashcroft had started to prepare a Westerton only related newsletter and she will send this to Cllr McLeish for inclusion of the details within the whole Parish one. The Parish Clerk will produce the necessary number of copies, and split into delivery sections, and deliver to each Councillor.</p>	<u>ALL</u>
202/22	<p><b><u>DEALING WITH LOCAL ISSUES:</u></b></p> <ol style="list-style-type: none"> <li><u>Letter from a resident:</u> The Parish Council had received a letter from a resident regarding various topics within the Parish. The Parish Clerk was asked to reply, advising that the contents of the letter were noted.</li> <li><u>Drugs:</u> The Parish Clerk had received some information about drug activity and would be reporting this to Sussex Police / our PCSO.</li> <li><u>Supermarket Trolleys:</u> The Parish Clerk reported that there has been a spate of people abandoning trolleys within the area of Coach Road / Stane Street / Village Green / Community Hall. So far 2 of the 3 have been collected by the relevant shop, Sainsburys are still to collect theirs. It would be useful if the people doing this would stop doing it, please.</li> </ol>	<u>LFL</u> <u>LFL</u> <u>LFL</u>
203/22	<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>	
204/22	<p><b><u>DATE OF NEXT FULL PARISH COUNCIL MEETING:</u></b> 14th November 2022</p> <p>Noted.</p>	
205/22	<p><b><u>CLOSE MEETING</u></b></p> <p>The Chairman closed the meeting at 9.15pm.</p>	

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

Date.....