



# WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

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## Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 20<sup>th</sup> January 2020 at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP

### Present:

**Parish Councillors:** Cllr C McLeish (Vice-Chairman, and Chairman for this meeting), Cllr S Burborough, Cllr W Holden and Cllr S James.

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham, with WSCC Cllr J Hunt, CDC Cllr H Potter & Mr.A Ball and Mr N Carter (RR) in attendance.

16 members of the public also attended.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
1/20	<b><u>OPEN THE MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b> The Parish Clerk explained that Cllr Freeman had resigned her position as Councillor, Chairman of the Parish Council and Chairman of the Hall Committee. Cllr McLeish (Vice-Chairman) stood in as Chairman and opened the meeting. There were no apologies.	
2/20	<b><u>DISCLOSURE OF INTERESTS</u></b> Cllr Burborough - Rolls Royce (as place of work but not a direct employee).	
3/20	<b><u>PARISH COUNCILLOR VACANCY:</u></b> Mrs Caroline Moth said a few words about her background, described her previous time as a Councillor, and said she was now able to return. Cllr McLeish proposed that she become a Councillor by co-option, this was seconded by Cllr Burborough, and all voted in favour. Having signed the paperwork Cllr Moth joined the other Councillors, and was welcomed by Cllr McLeish.	<b><u>LFL</u></b>
4/20	<b><u>CONFIRM MINUTES OF THE LAST MEETING held on 9<sup>th</sup> December 2019</u></b> The Minutes for the Parish Council meeting held on 9 <sup>th</sup> December were accepted and Cllr Holden proposed that they be approved, this was seconded by Cllr James and they were then signed by the Chairman.	<b><u>LFL</u></b>
5/20	<b><u>MATTERS ARISING:</u></b> To deal with any matters arising from the Minutes of the last meeting. None.	
6/20	<b><u>TRAFFIC DISRUPTION AT ROLLS ROYCE SHIFT CHANGE</u></b> Mr Ball read his report which was as follows:  <b>1. Congestion</b> <ul style="list-style-type: none"> <li>· <i>Reminder: the most significant change to our shift timings in ten years.</i></li> <li>· <i>Shifts decoupled – more time allowed between shifts.</i></li> <li>· <i>Extension of the gap between shifts has had significant positive impact – from our data we can see the congestion period between shifts is down to between 5 and 10 minutes per day, which is a huge improvement</i></li> <li>· <i>Working to further improve on this – it's an ongoing process.</i></li> <li>· <i>We are continuing to review the use of our three car parks.</i></li> <li>· <i>Complaint letter from Boxgrove Parish Council responded to and corrected (congestion has <u>not</u> been a WPC agenda item for three years.)</i></li> <li>· <i>West Sussex County Council ('WSCC') Cycle Path Roadworks a significant challenge – a reminder that R-R was not consulted by WSCC. Congestion created as a result of the roadworks unacceptable and a matter for WSCC, not Rolls-Royce.</i></li> </ul> <p>He said RR was working with the Council, when the roadworks are finished the goal is zero delays, and they will continue to deal with the problem. The Shifts now start at 6.00am, and finish at 11.50pm. The Shift break is 2.30pm.</p> <p>Cllr Moth said that at 5.50am today the queue was right back along Stane Street towards Chichester. She is around at 5-45am and every morning they are queued past Tilemakers to get into RR. Mr. Nigel Carter said he would come and look at that time. Mr Ball added that some people had been slow to leave at the shift change, and they were concentrating ensuring they leave in a timely manner to avoid delays.</p>	

6/20 Cont.	<p>He added..</p> <p><b>2. Green Travel Plan</b></p> <ul style="list-style-type: none"> <li>· Added a new late shift bus as part of our Green Travel Plan</li> <li>· This is in addition to our current bus journeys – 47 in total – carrying over 100 employees every day.</li> <li>· The new cycle path will enhance the journey for our large number of cyclists.</li> </ul> <p>He was asked if there was any incentive to encourage staff to move from cars to bus? He said they can park for free at Bognor, and the bus is free.</p>	
7/20	<p><b><u>CYCLE LANE:</u></b> This matter was discussed within Minute 9/20.</p>	
8/20	<p><b><u>FLOODING AT WESTERTON LANE / SIDENGREEN LANE</u></b> This matter was discussed within Minute 9/20.</p>	
9/20	<p><b><u>REPORTS FROM EXTERNAL BODIES:</u></b></p> <p><b><u>CDC Cllr J Hunt – Report:</u></b></p> <ul style="list-style-type: none"> <li>• <i>First of all, I just wanted to highlight one thing from the January edition of our Town and Parish News which I did mention this last month but I think is very important, especially for your more vulnerable residents, and that is our 'Winter Ready' website which can be found at <a href="http://www.westsussex.gov.uk/campaigns/winter-ready">www.westsussex.gov.uk/campaigns/winter-ready</a>. There are lots of useful hints, from driving, keeping your home safe and your personal health.</i></li> <li>• <i>With regard to the <u>cycle path alongside Stane Street</u>, I followed the enquiry regarding liability issues made by a resident. The legal situation is as follows:</i> <ul style="list-style-type: none"> <li>• <i>The responsibility for the safe maneuvering of a vehicle always lies with the driver of the vehicle. A driver aware of latent hazards must take all due care and attention whilst driving. The same applies to other users of the highway (i.e .bicycles) in terms of attention to their own and other's safety. Combined cycle and footways are a legitimate system which affords increased safety for cyclists over sharing a route with vehicles. Cyclists should always use such routes aware of the hazard they may cause as well as those they may encounter. The highway authority does not acquire or retain an additional or particular liability when establishing a new or altered route, in relation to individuals who fail to exercise due care and attention. Such schemes are developed by reference to national and local design guidance and scheme safety audits which are through a nationally approved process. The 3m width is to allow cyclists to take a position away from driveways and the scheme will also include a marking to encourage cyclists to travel at an appropriate speed.</i></li> <li>• <i>To try and mitigate where properties have a high fence at their entrance, we have moved the cycle route to the kerbline providing a verge/free space between the new shared use lane and the property boundaries. We are also intending to place some markings on the cycleway (likely 'SLOW' or a cycle symbol), these are not shown on any plans and will be done via site instructions at the time.</i></li> <li>• <i>Simon did also cover a few other points that you raised in your agenda and I think he may have already responded, but just to be clear:</i> <ul style="list-style-type: none"> <li>• <i>Yellow lines will be implemented towards the end of construction as per the design for the scheme.</i></li> <li>• <i>30mph flashing sign will be set back where required</i></li> <li>• <i>The Street Lighting columns will be re-sited (we have been waiting for clarification from SSE, which has now been received).</i></li> <li>• <i>Positioning of bus shelters will be in the same location as the existing with the exception of the new shelter at the western end and I would be happy to discuss the Parishes preferred position for these.</i></li> <li>• <i>The contractor is aware of the need to remove the existing bus shelter, and we will contact the Parish and arrange for the transfer when a date for the new shelter installation has been scheduled.</i></li> </ul> </li> </ul> </li> </ul> <p>The Parish Clerk will email Simon Osborne to arrange this as Keith Budd is on holiday.</p> <p>Mrs Linda Campbell, a resident, asked why there are no marking on the cycle lane, he said this is a shared path, and everyone has to be very careful. Mr Ball added that WSCC had advised him that the maximum width possible on this cycle path is too small for a lined shared path. Another resident asked why the street lights had not been moved, and Cllr Hunt advised that SSE had now scheduled that work.</p> <p>Cllr Hunt added that the 30 mph warning sign is to be fixed.</p> <p>Cllr Burborough said that at the weekend the 2 way lights were not working, and Cllr Hunt provided the Emergency Duty Officer at WSCC telephone number: 01243 777917.</p> <p>Cllr Hunt then continued his report....</p> <ul style="list-style-type: none"> <li>• <i>The last point is reference the <u>drainage issues in Westerton</u>. I did copy you all into the update I received from our highways team, but just for confirmation, they have confirmed that the gullies and drains need to be jetted and investigated and they will put this work in hand. However, as they have over 80 similar jobs it might take a little while before they get round to it.</i></li> </ul>	<p style="text-align: right;"><b><u>LFL</u></b></p>

- I have also been consulting with our Op. Watershed team leader and he has updated me as follows:
  - I see this issue was discussed in the early days of OW and it was clear there was some improvement to the highway drainage system potentially, but importantly to the ditch running south - riparian responsibility.
  - It was identified at the time that the first field bridge/crossing was redundant so could come out. Not sure if this is still the case, but the ditch most certainly needs lowering/desilting based on my visual inspection.
  - So for me there is potential to look at OW funding, but firstly the highway clearing should happen to ensure we are clear on what the problem, thus the solution is.
  - If the parish and Goodwood could work together, then following the investigation a solution could be wrapped up in a OW application to perhaps improve timescales.
  - The guiding principles are on the website, but happy to talk through with the parish. I would note though, as you are aware the OW funding is capital, so the likes of general maintenance and investigate as majority elements of an application are not acceptable. Applications have to be for new or improved., improvements to infrastructure.

Cllr Holden explained the problem regarding the gully and jetting. Goodwood have said that the ditches are to hold the water until it soaks away, and they will scrape out the ditches once the Southern Water works are completed. Mrs Hardstaff said that is incorrect, the ditches should allow the water to flow away as it is a winterbourne channel; it is a draining ditch not a holding ditch. She feels Goodwood are bucking their responsibilities in this matter. All felt a combined meeting is needed, and Cllr Hunt said he will speak to Operation Watershed and set up a meeting.

**Cllr Hunt left the meeting at 7.40pm.**

#### **CDC Cllr H Potter – Report:**

*The recent incident of sewage overflowing to a property in Coach Road earlier this month has highlighted how inefficient Southern Water are at anticipating unusual rainfall. Thanks to Cllr. Simon Oakley, CDC's appointed Member to Southern Water, who reacted to my request to contact the area Manager, SW very quickly responded to alleviate the issue. They have promised recompense to the householder, but this is not enough! Something must be done to prevent this ever happening again. I understand that the new Trans Chichester Sewage Scheme, currently under construction, will not have any effect on the situation needing to overpump at the junction of Coach Road and Stane Street. Personally, I consider it a disgrace in this age!*

*I took a drive through Madgwick Park a couple of weeks ago and I'm alarmed at the scale of building and completion of homes. Particularly as the site will not be connected to the new Sewer Scheme until it is completed. In the meantime, sewage is being tankered away, and this is 2020 in the 21st Century.*

*Elsewhere, the Council will be recommended to agree a modest increase in off street parking for an initial period of one year. This will be monitored to ascertain if it has a detrimental effect on footfall in the City. There was no increase in charges when they were reviewed 2 years ago.*

*Also, the newly formed Climate Change Panel is making some progress. A new post for a Climate Change Officer has been created to promote the changes required as they emerge and the District Council, with the aid of a grant of £58,000 from the Government Office of Low Emissions, have completed the installation of 18 new charging points in Council owned car parks in Chichester, Midhurst, Petworth, Bosham and Selsey.*

*Finally, I had the most depressing tour of areas outside the National Park recently to view sites, which have been offered by landowners, for potential housing in the future. Almost all of the sites were prime agricultural land and outside of village Settlement Policy Area Boundaries. In total, if they are all accepted, provision would be for 14,500 new homes. Quite disturbing! We are not at liberty to discuss where these sites lay but we are looking at huge swathes of the Countryside under threat.*

*And that concludes my, not particularly bright, report at the start of the year.*

With regard to the shared footpath / cycleway, Cllr Potter commented that there is the same on Centurion Way, and it seems to work Ok.

**Cllr Potter left the meeting at 7.43pm.**

#### **Mr A Ball then continued...**

He asked that his best wishes and thanks were passed to Mrs Freeman, and added that he thinks the new Hall is fab.

#### **3. Planning applications**

- No new applications.
- Approved works also previously discussed and approved by WPC:
  - o Building works for the infill – additional office and assembly space - are complete and fitting-out has started – due to be complete mid-year.
  - o New substation development is underway, due to be finished this quarter.

#### **4. Parking**

- Very limited employee on-street parking on local roads has been maintained.
- Regular and dedicated security presence on local streets – an ongoing process.
- Very few complaints – we are addressing those few this year from residents on Roman Walk and in Old Arundel Road.
- Info: more than 50 resident cars now parked on local streets. This includes a couple that are Rolls-Royce employees who live in the village and are therefore entitled to park on the streets.

JH

LFL

<p>9/20 Cont.</p>	<p><b>5. Signage to direct delivery vehicles</b></p> <ul style="list-style-type: none"> <li>· Awaiting response from WSCC – we have chased.</li> </ul> <p><b>6. ‘Rolls-Royce Works’ signage opposite Everymans Garage</b></p> <ul style="list-style-type: none"> <li>· On our request WSCC has moved the sign that previously directed lorries into Everymans forecourt</li> </ul> <p><b>7. Footpath prune</b></p> <ul style="list-style-type: none"> <li>· David de la Haye has been in touch with the Clerk</li> <li>· The north face footpath prune has taken place, but not the east due to weather. We are checking this week to confirm that we have pruned back 300-500mm inside our boundary.</li> </ul> <p><b>8. Claypit Lane</b></p> <ul style="list-style-type: none"> <li>· Email from a local resident today – I followed up with a call.</li> <li>· A courtesy to Rolls-Royce regarding rubbish that was gathering on our perimeter and also full dog poo bags being hung in the trees. There was no suggestion this was caused by Rolls-Royce employees.</li> <li>· Very disappointing.</li> <li>· This is potentially a council matter - I will speak to Jeremy Hunt. I will also alert the school as this is also a safety matter.</li> </ul> <p>A resident also commented that the Oak Trees are being hit by the RR lorries going along Stane Street.</p> <p><b>Mr Ball and Mr Carter left the meeting at 7.50pm.</b></p>								
<p>10/20</p>	<p><b>MEMBERS’ REPORTS:</b></p> <p>Cllr Burborough attended the Transit Site Meeting and reported that the Site will be closed in February to hook it up to the main Sewage Pipe. Will this have any effect on the sewage issues? There had been a reduced number of travellers from 2018 to 2019. The majority of issues were at South Harting and Tangmere. The CDC Managers are using our bollards as an example to other areas, and there are concerns about the open areas in Madgwick Park. There had been meetings with the developers from the start. Allotments at Tangmere had fruit and veg stolen, tools stolen and water left running. Mrs Holman asked if the sewage was to come into “our sewage ” line, and was advised yes, it is. She recalled being told, more than 5 years ago, that within 5 years a larger bore pipe would be needed. Can this requirement be resurrected? It needs to be sorted out as it is not just a Coach Road issue, also in Stane Street. Cllr Burborough agreed to look through her files about the larger bore pipe, and then the Parish Clerk would be asked to write to Southern Water.</p>	<p><b>SB / LFL</b></p>							
<p>11/20</p>	<p><b>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</b></p> <ol style="list-style-type: none"> <li><b>1. Flooding in Sidengreen Lane / Westerton Lane:</b> See Cllr Hunts comments in Minute 9/20 above. This matter needs following up with Goodwood.</li> <li><b>2. RR – Plantation cut back:</b> See Mr Balls (RR) comments in Minute 9/20 above. This matter needs following up.</li> <li><b>3. Footpath 417 (Maudlin to Westerton):</b> It was reported at this meeting that the hedge has still not been cut back, and the surface around the Southern Water works is almost impossible to walk along. As it is not known when the contractors are to finish, or how they are to make good hedges and paths, the Parish Clerk was asked to follow this up and also combine with the issues on FP 416 (RR path) where it meets Sidengreen Lane.</li> </ol>	<p><b>LFL LFL LFL</b></p>							
<p>12/20</p>	<p><b>Planning Update since the last Parish Council Meeting on 9<sup>th</sup> December 2019</b></p> <p>There was 1 <b>new Planning Application</b> in the period week 50 11/12/19 to week 3 15/01/20.</p> <table border="1" data-bbox="167 1285 1364 1619"> <tr> <td><b>SDNP/19/06053/LIS</b></td> </tr> <tr> <td>Goodwood Estates Company Ltd</td> </tr> <tr> <td>Case Officer: Louise Kent</td> </tr> <tr> <td>Conversion of existing room used as workshop to form new bar area (internal reorganisation of existing Gordon Rooms use)</td> </tr> <tr> <td>The Gordon Rooms, Hat Hill Road, Goodwood, Chichester, West Sussex, PO18 0PY</td> </tr> <tr> <td><a href="https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=Q2PHZ0TUJQQ00">https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=Q2PHZ0TUJQQ00</a></td> </tr> <tr> <td>Grid: 488594 108805</td> </tr> </table> <p>The Parish Council has no comments to make on this application.</p> <p><b>Update on outstanding Applications:</b>  <b>WH/19/01278/DOM</b> - Case Officer: William Price  Mr Paul Calvesbert  Hadley House Claypit Lane Westhampnett PO18 0NU  Construction of a 2 storey extension to West elevation, a single storey extension to the East elevation, an enlarged entrance hall to North elevation, changes to fenestration and associated internal works. Demolition of existing detached garage and realignment of drive. Reconfigured entrance with 2.2 metre high wall and gates.  O.S. Grid Ref. 488191/106301  To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PRA0TZERKRC00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PRA0TZERKRC00</a></p>	<b>SDNP/19/06053/LIS</b>	Goodwood Estates Company Ltd	Case Officer: Louise Kent	Conversion of existing room used as workshop to form new bar area (internal reorganisation of existing Gordon Rooms use)	The Gordon Rooms, Hat Hill Road, Goodwood, Chichester, West Sussex, PO18 0PY	<a href="https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=Q2PHZ0TUJQQ00">https://planningpublicaccess.southdowns.gov.uk/online-applications/applicationDetails.do?activeTab=documents&amp;keyVal=Q2PHZ0TUJQQ00</a>	Grid: 488594 108805	
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<p><b>12/20 Cont.</b></p>	<p>Revised plans were submitted to CDC on 02/01/20, and assessed by the PC. The following comments were lodged on 16<sup>th</sup> January 2020.</p> <p><u>New Description:</u> Construction of a 2 storey extension to West elevation, a single storey extension to the East elevation, an enlarged entrance hall to North elevation, balcony to south elevation, changes to fenestration and associated internal works. Demolition of existing detached garage and realignment of drive and construction of new boundary wall and gates Hadley House Claypit Lane Westhampnett PO18 0NU</p> <p><b>The following comments should be read in conjunction with the Parish Consultee Comments previously submitted by the Parish Council on 8<sup>th</sup> October 2019.</b></p> <p>House with swimming pool. No amendments are indicated on the revised plans. <b><u>The Parish Council maintains its OBJECTION to the proposals.</u></b></p> <p>Entrance Drive. The proposed reposition of the entrance driveway would result in the loss of 5 mature trees, all of which provide habitat for birds and wildlife and have a projected lifespan of at least 10 years and would not have to be felled if the existing driveway was maintained:-</p> <ul style="list-style-type: none"> <li>• T3 – Poplar;</li> <li>• T3A – Sycamore</li> <li>• T5 - Dawn Redwood;</li> <li>• T6 – Field Maple;</li> <li>• T7 – Sycamore.</li> </ul> <p>The author of the arboriculture report refers to this site as being in an urban environment. We challenge this statement, considering the setting to be rural or semi-rural and therefore the trees are of a compatible species. Recently, Chichester District Council's Cabinet approved investment in a project to enhance Strategic Wildlife Corridors, to safeguard the district's wildlife, allowing species to move and their populations to thrive. Claypit Lane is one of these corridors and properties, on both sides of the lane are affected, of which Hadley House is one. A wide range of birds and mammals are known to nest, roost and generally use the existing habitat and would be seriously threatened if the proposed number of trees were to be felled. Trees may be replaced but the existing habitat would be severely compromised and may never recover. <b><u>The Parish Council maintains its OBJECTION to the reposition of the driveway.</u></b></p> <p>Additional comments:</p> <ol style="list-style-type: none"> <li>1. The Parish Council notes the comment by Highways dated 10.01.20 concerning the proposed front boundary wall and requesting more information before an adequate assessment is possible.</li> <li>2. The Parish Council further notes that the arboricultural report states that Ash die-back is present in Ash tree T9 and groups G8 and G10, in which case, if/when felled, the Parish Council would expect a planning condition to be made requiring that the trees are to be replaced with a suitable species, in a position to be agreed on the Site, in order to maintain the rural nature of the site and habitat for wildlife.</li> <li>3. Demolition: No application has been made for demolition of the existing house, however due to the extensive nature of additional building work proposed on the west and south sides, together with the extensive internal alterations to the existing property, it is difficult to envisage how this can be achieved and maintain structural stability, without demolition of the existing house.</li> </ol> <p><b>WH/19/02346/REM</b> - Case Officer: Rhiannon Jones Miss Rachel Ballam Land North Of Stane Street Madgwick Lane Westhampnett West Sussex Approval of reserved matters is sought in respect of landscaping only on Outline permission 15/03524/OUTEIA. O.S. Grid Ref. 487830/106239 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PXO8LNERHRA00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=PXO8LNERHRA00</a></p> <p>The same as last meeting - the Parish Council have yet to review this application in detail. It was previously agreed that a meeting should be arranged between the BDW and the PC, to be set up by the Parish Clerk asap.</p> <p><b>Decisions:</b> None.</p>	<p><b>LFL</b></p>
<p><b>13/20</b></p>	<p><b><u>COMMUNITY HALL:</u></b></p> <ol style="list-style-type: none"> <li>1. The Parish Clerk had previously suggested that the status of the Hall in regard to running as a Charity, or not, needs to be debated in order that the full implications of each can be assessed. At present the Parish Council fully supports the Hall financially out of the budget. AirS (Action in rural Sussex) could provide a Village Hall Consultant who can come to a meeting in order to detail the full breakdown of the pros and cons. This would be at a cost of £200 plus VAT. The Meeting and the costs were proposed by Cllr McLeish, seconded by Cllr Holden and the members of the Hall committee present agreed. The Parish Clerk to set up.</li> <li>2. As Cllr Freeman had resigned as a Councillor and Hall Committee Chairman, the Committee needs another Councillor. Cllr Moth offered and was accepted. Thanks were also given to Richard Skillern, Vikki Hibbert and Martin Woolf for stalwartly continuing the work needed to run the Hall.</li> </ol>	<p><b>LFL</b></p>

13/20 Cont.	<p>3. Cllr Burborough commented that as additional storage may be needed for the Volunteers, a Shipping Container might be an answer. She was asked to find out costs, and the Councillors were reminded that this might need planning permission.</p> <p>4. Mr Derek Marlow, on behalf of his wife, asked if there was to be a defibrillator at the Hall. The Parish Clerk confirmed that it is on the list of equipment to be purchased.</p>	<b>SB</b>
14/20	<p><b><u>PLANTING PROJECT:</u></b> Cllr McLeish advised that the first batch to 200 saplings from The Woodland Trust were due February / March, and then more in November. This hedgerow would need planting along the Community Hall southern boundary, and a group of people is needed to form a project to do this. Residents that offered to assist are Mark Mason, Mrs Coles, Rev Rachel Hawes, Cllr Burborough, Cllr McLeish, possibly ask the School Gardening Club? A meeting is to be arranged to progress this. At the same time the turfing of the area around the Community Hall and the possible positioning of the electricity / wires for Christmas Tree were to be included. Cllr Moth offered the flagpole currently in her front garden, and her set of flags. This could be uplifted and positioned on the Green / Hall land so the flags can be flown as they were in the past. The Councillors thanked Cllr Moth for her kind offer.</p>	<b>CMcL</b>
15/20	<p><b><u>VISIBLE "ENTRANCE" TO EACH PART OF THE PARISH:</u></b> Cllr McLeish reported on progress. She had contacted WSCC and had some costs – the gates would cost circa £300 a pair. Mike Dare (WSCC) suggested some sites, and advised this would need a proper consultation, with accurate positions, design, signage, and be able to meet traffic regulations. Boxgrove had used the Vinyl Fencing Co. for their gates. Locations were discussed and suggested as Westerton: one at each end of Westerton Lane, Maudlin: Eastbound side at the edge of Maudlin, replacing current Maudlin sign, Westhampnett: replace current Westhampnett sign at western end of Stane Street. The possible siting in Madgwick Lane / Claypit Lane was discussed, perhaps just north of the RR roundabout when coming south. Cllr McLeish will ask Richard Morgan for maps and circulate photos of the locations. Further work to be done on this project.</p>	<b>CMcL</b>
16/20	<p><b><u>FOOTPATH BETWEEN MADGWICK PARK AND THE CHURCH:</u></b> The Parish Clerk further apologised that she had not been able to do any more on this project, and still needs to set up a meeting between BDW, the Church and the PC.</p>	<b>LFL</b>
17/20	<p><b><u>ALLOTMENTS:</u></b> The Parish Clerk further apologised that she had not been able to do any more on this project, and still needs to set up a meeting between BDW and the PC. The details of the Tangmere Horticultural Society have been provided to the Parish Clerk, as they have offered to advise.</p>	<b>LFL</b>
18/20	<p><b><u>VE DAY ON 8<sup>TH</sup> MAY 2020:</u></b> The matter was discussed, and it was generally felt that a Community event would be a good idea. Suggestions included acknowledging pilots who had died, perhaps flags on the lampposts to commemorate, an event on the Village Green? Mrs Hardstaff, Mr Milton, Mr &amp; Mrs Coles, Mark Mason and Maggie Walsh all offered to assist. The Parish Clerk to find out if CDC were going to be offering any grants, and to enquire with the Church, RR and the School, whether they had anything planned so far. To be followed up at next meeting.</p>	<b>LFL</b>
19/20	<p><b><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u></b> None.</p>	
20/20	<p><b><u>PARISH FINANCIAL MATTERS:</u></b></p> <ol style="list-style-type: none"> <li>1. <u>To approve the accounts up to 31<sup>st</sup> December 2019.</u> The Community Hall Account spreadsheet had been previously circulated to the Councillors. The Hall has so far cost £653k, and there are sufficient funds to complete the Build. The Current Account payments and receipts spreadsheet had also been previously circulated to the Councillors. The Barclays Bank account and NS&amp;I account both balance to the income and expenditure so far this year. The approval of the accounts was proposed by Cllr Burborough, seconded by Cllr Holden, and signed by Cllr McLeish.</li> <li>2. <u>To review the budget for 2020/21 and agree the precept value for 2020/21.</u> The Budget and Precept spreadsheets had been previously circulated to the Councillors. The Parish Clerk explained that due to the increase in the number of rate payers in the Parish, the Band D amount could remain the same as last year, so the Parish would receive a precept of £54,125 for the year 2020/21. This was proposed by Cllr Burborough, seconded by Cllr McLeish, and all voted in favour. The Parish Clerk to notify CDC.</li> <li>3. <u>To discuss grants for projects</u> It was remarked that the Tesco Carrier Bag grant was available, and Cllr Burborough offered to look into other Grants. It was suggested that a sub-committee should be convened for this subject. To be put in the Agenda for the next meeting.</li> </ol>	<b>LFL</b> <b>SB</b> <b>LFL</b>
21/20	<p><b><u>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS:</u></b> The Parish Clerk received a WSCC Notice regarding school staff recruitment, it was agreed to put it up on the Noticeboard by the School</p>	<b>LFL</b>
22/20	<p><b><u>DEALING WITH LOCAL ISSUES</u></b> Cllr Holden had been contacted by a resident of Madgwick Park, who commented on the lack of a footpath into the estate. Cllr Holden will ask for the exact position referred to so that this can be followed up.</p>	<b>WH</b>
23/20	<p><b><u>QUESTIONS BY THE PUBLIC</u></b> None.</p>	
24/20	<p><b><u>DATE OF NEXT FULL PARISH COUNCIL MEETING: 10<sup>th</sup> FEBRUARY 2020 AT WESTHAMPNETT COMMUNITY HALL</u></b> Noted.</p>	
25/20	<p><b><u>CLOSE MEETING</u></b> The Chairman closed the meeting at 9.03pm.</p>	

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

Date.....