



# 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 17th January 2022 at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP

### **Present:**

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

11 members of the public also attended.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
1/22	<b><u>OPEN FULL COUNCIL MEETING &amp; TAKE APOLOGIES FOR ABSENCE</u></b> Cllr McLeish welcomed all.  Apologies were received from Cllr Ashcroft.	
2/22	<b><u>DISCLOSURE OF INTERESTS:</u></b>  Cllr Burborough – as an employee of Rolls Royce.	
3/22	<b><u>CONFIRM MINUTES OF THE LAST FULL PC MEETING</u></b> held on 13 <sup>th</sup> December 2021 The Minutes for the Parish Council meeting held on 13th December 2021 were accepted. Cllr Burborough proposed that they be approved, this was seconded by Cllr Moth, all were in favour and they were then signed by the Chairman.	
4/22	<b><u>MATTERS ARISING:</u></b> To deal with any matters arising from the Minutes of the last meeting. None.	
5/22	<b><u>REPORTS FROM EXTERNAL BODIES:</u></b> 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.  <b><u>CDC Cllr Henry Potter submitted the following report, and took questions only:</u></b>  <i>I have actually little to report as this past 6 weeks has been relatively quiet.</i>  <i>The Council at the December meeting agreed to continue pursuing the Southern Gateway project despite some major changes in the Masterplan including the withdrawal, and reopening of the Crown Courts, from the scheme, the move by WSCC to proceed with the development of the Boys High School site, currently under demolition and the difficulty of relocating the Post Office Sorting site. However as and if these hurdles diminish the overall scheme is still ongoing.</i>  <i>The Council have responded to the National Highways cycling and walking proposals for the A259, though there is some concern that much of the pathway will be on one side of the road only'</i>  <i>At the Council meeting next Tuesday the first report from the Climate Change Panel will be considered and it is becoming apparent that some of the aspirations set out in the original mandate will not be met due to constraints not considered, as an example, the electricity cabling to various sites are inadequate. The Westhampnett Depot is one such site and will only allow the charging of up to two Electric Refuse Freighters..</i>  <i>I've noted the e mails about the traffic issues outside and leading to the March School, It would seem to be a job for Jason Lemm our PCSO. Hopefully Jeremy will advise on WSCC Highways thoughts on the matter.</i>  Cllr Potter advised that <u>The Glover Landscape Review: Government Response and Consultation</u> has just been published and the consultation ends on 9 <sup>th</sup> April. This Review covers the future of National Parks and AONB's, and Management of the Land.  There were no questions.	

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**WSCC Cllr Jeremy Hunt submitted the following report, and took questions only:**

First of all, could I wish you'll a very Happy - and healthy - New Year.

**Electric Chargepoints** - I know this was mentioned at the last meeting but I just wanted to let you know that we now have a website that sets out some FAQ's and details of how residents can register an interest of particular locations. This doesn't necessarily mean that there will be a charge point in that location, but it gives our partner, ConnectKerb an idea of where there is an interest. Our webpage, with a link to the online form, can be found @ <https://www.westsussex.gov.uk/news/ev-chargepoint-roll-out-in-west-sussex/>  
Obviously this is in addition to the PC's own submission.

**Rainwater flooding Coach Road North** - I am still awaiting an update on when this work might be done. If I hear anything before Monday evening I will update the committee.

JH

**Operation Watershed** - Hat Hill. I believe some progress has been made now that some ditch cleaning has been completed, but I'm sure Linda can update you further as she is working closely with our Op. W. lead officer.

LFL

**Eroica Britannia 2022** - Goodwood have arranged a briefing for parishes on Wednesday 26th, which I presume a representative will be attending.

**March School** - issues around road safety raised very recently. I realise this will be discussed further at the meeting, but I noted the comment in the correspondence regarding two traveler vans parked in the lay-by. I just wanted to say that I have alerted our G&T officer to this issue.

**Raughmere Farm Development** - I realise this is out of your parish, but I know you have shown some interest, so I just wanted to let you know that the Public Enquiry (virtual) is scheduled to start on 8th February. CDC are arranging and will - hopefully - be updating everyone with the details shortly.

**Solar Farm Field** - I have been liaising with the team regarding the various issues you raised. First of all, I have been told that the replacement hedging should have been done in October, but unfortunately it wasn't. However, I am assured that it is due to be done later this month, early February. Secondly, regarding ditch clearing, I understand this has been done. However, we did receive a report from the contractor that there were a number of areas where garden waste had been dumped over the fence. This is effectively fly tipping, so we would be grateful if you could ask any residents that back - or front - on to the field, not to tip garden waste over their fences, especially as it also blocks the ditches. Thirdly, I have also reported the issue of the rats. A resident has been very helpful and sent me a picture which I have forwarded on to our team. I have emphasised that this is a matter of utmost urgency and they need to deal with this asap. I would add that the fly tipping of garden waste could be exacerbating this problem.

JH

**WSCC Budget 2022/23 & MTFS 2022/23 - 2025/26** - Our proposed budget has now been finalised and will be presented at Public Cabinet for approval on 1st February, before being presented for final approval at full council on Friday 18th February. The papers for the Cabinet meeting, including our budget and Capital Programme, will be published on our website later this week.

**WSCC Fire and Rescue Service** - Just a reminder that the consultation in regard to proposed improvements to our F&RS closes this Friday, 21st January. The service is proposing to increase firefighter availability at some stations, to better align its resources to the risks within the county. This will allow the service to enhance its emergency response, as well as its vital prevention and protection activity within the community.

The proposals are set out in the service's draft Community Risk Management Plan (CRMP), which outlines the fire and rescue service's key priorities over the course of the next four years.

The proposals include:

- Enhancing our retained (on-call) operating model
- Weekend protection, prevention and response improvements
- Improving protection, prevention and response performance in rural areas
- How WSFRS should deal with false alarms from automatic fire systems
- When we should review our Emergency Response Standards
- How WSFRS proposes to undertake a review of our specialist appliance requirements to consider current and future risks to firefighter and public safety

The service is now calling on residents from all corners of the county to have their say on its improvement proposals for the future of the service. **The consultation closes on 21st January 2022.** For further details go to: [www.westsussex.gov.uk/news/have-your-say-on-the-future-of-your-fire-and-rescue-service/](http://www.westsussex.gov.uk/news/have-your-say-on-the-future-of-your-fire-and-rescue-service/)

**Town and Parish Newsletter** - a reminder to make sure you read our monthly Town and Parish Newsletter - which hopefully Linda forwards to you.

We also publish an **Environment and Climate Change Newsletter**, so hopefully you receive that as well. We have also recently published our **Annual Climate Change Report** which can be found at [www.westsussex.gov.uk/media/16649/climate-change-annual-report.pdf](http://www.westsussex.gov.uk/media/16649/climate-change-annual-report.pdf)

**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

JH

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Cllr Hunt also advised that there is a new water strategy for the northern area of the CDC District, and new developments will be assessed against this.

Further to Electric Chargepoints above, Cllr Hunt advised that there is to be an Online session hosted by WSALC where Connected Kerb will explain the details of the scheme. The Parish Clerk to attend this session if no Councillor available.

LFL

Cllr Hunt confirmed that regarding Rainwater flooding in Coach Road North, contractors will be on site this week for the new gully in Stane Street and pipework under Coach Road.

JH

Cllr Hunt advised that the Pest Control company is to inspect the northern boundary of the Solar Farm Field regarding the reports of rats on Roman Walk. He added a request that no garden or other rubbish is dumped into the Solar Farm area.

JH

The Parish Councillors raised the matter of Travellers parking on the pavement / cycle lane outside the Transit Site. It was mentioned that the caravan was hooked up to the electricity via a cable over the wall. Cllr Hunt was asked if bollards could be put up to stop the parking over the pavement / cycle lane.

JH

Mrs Jean Hardstaff, a resident, asked if it was known what was happening at the junction of Coach Road and the footpath to Dairy Lane alongside the A27. There has been lots of clearance, and markings with numbers. Might this be National Highways? Could it be preparation for the foot and cycle bridge over the A27 to Oving? Cllr Hunt agreed to look into it.

JH

**Mr Andrew Ball (Rolls Royce Motor Cars) submitted the following report:  
Westhampnett Parish Council 17.01.22 v1**

Operations

- Robust safety measures remain in place.
- Two-shift working continues to be fully operational.
- Office-based staff are following latest Government guidelines.
- R-RMC is utilising the company's three car parks – within planning permission – as effectively as possible. This includes the use of the Head Office car park for shift workers.
- The vast majority of planned 'visitor visits' to the Home of Rolls-Royce have been cancelled. No general visitor plant tours.

Planning applications

Submitted, pending decision:

- 'Erection of 1 no. new external building to provide additional storage and associated works, including external alterations. Ref. No: 21/03566/FUL'
- Temporary event structure at rear of Main Reception building (awaiting reference number)

Forthcoming to be submitted, details to follow:

- Canopy for electric charging stations
- Staff communication 'totems' (information screens)

News

ROLLS-ROYCE MOTOR CARS REPORTS RECORD ANNUAL RESULTS FOR 2021

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0363813EN/rolls-royce-motor-cars-reports-record-annual-results-for-2021>

WHIMSICAL & WONDERFUL, A MOMENTOUS YEAR FOR ROLLS-ROYCE BESPOKE

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0364193EN/whimsical-wonderful-a-momentous-year-for-rolls-royce-bespoke>

Contacts

In Andrew Ball's absence/if not available:

Client Contact Team

01243 525700

enquiries@rolls-roycemotorcars.com

There were no questions.

6/22	<p><b><u>MEMBERS' REPORTS:</u></b> To receive reports from Members where not covered in agenda below.</p> <p><b><u>Hard &amp; Soft Landscaping at Madgwick Park:</u></b> Cllr Plummer has investigated the issues and reported that there are 2 distinct problems. One is Planning, the other is Site Specific between the residents and the developers.</p> <p><b><u>Planning:</u></b> There are 15 Plans relating to Hard &amp; Soft Landscaping and having compared Plan 1 of the permitted plans with actual reality, there are some differences. Eg 23% fewer trees, missing fence, crossing not in original place etc. He queried whether developers should be allowed to not complete the plans, change location of items etc? Should CDC check when completed to ensure all done correctly? Mrs Hardstaff, a resident, advised that Building Control is done by CDC or privately.</p> <p>Cllr Plummer was asked to take photos of some of the issues, and to summarise his findings and send to the Parish Clerk. These should then be sent to all the Councillors, and to Cllr Potter.</p>	DP / LFL
7/22	<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 13<sup>th</sup> December 2021</u></b></p> <p><b><u>New Planning Applications for the period week 50 (15/12/21) to week 2 (12/01/22) inclusive</u></b></p> <p><b><u>WH/21/03623/FUL</u></b> - Case Officer: Calum Thomas Mrs Pam Clingan Lanburn Connemaras Swallow Beck Madgwick Lane Westhampnett Erection of 1 no. self-build dwelling. O.S. Grid Ref. 488052/106449 To view the application use the following link: <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=R49NYZERJ2700">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=R49NYZERJ2700</a></p> <p><b><u>PC must comment by 26/01/22</u></b></p> <p><b><u>WH/21/03566/FUL</u></b> - Case Officer: Jane Thatcher c/o agent Rolls Royce Motor Cars The Drive Westhampnett PO18 0SH Erection of 1 no. new external building to provide additional storage and associated works, including external alterations. O.S. Grid Ref. 488512/106717 To view the application use the following link: <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=R42ALZERIVL00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=R42ALZERIVL00</a></p> <p><b><u>PC made no comment.</u></b></p> <p><b><u>Update on outstanding Planning Applications</u></b></p> <p><b><u>WH/21/02287/DOM</u></b> - Case Officer: Oliver Naish Miss Isabel Ponsford 9 The Sadlers Westhampnett PO18 0PR Erection of single storey rear extension. O.S. Grid Ref. 487538/106028 To view the application use the following link; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QWUFP3ERL6N00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QWUFP3ERL6N00</a></p> <p><b><u>PC made no comment.</u></b></p> <p><b><u>Decision was due 19/11/21, now overdue.</u></b></p> <p><b><u>WH/21/00489/FUL</u></b> - 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; <a href="https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QOOA34ERM6X00">https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=QOOA34ERM6X00</a></p> <p><b><u>PC Comment and Objection lodged 07/04/21.</u></b></p>	

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**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.

**Decision was by 26/04/21, then by 23/07/21, now overdue**

**Decisions**

**WH/21/01434/DOM** - Case Officer: Vicki Baker

Mr Kamal Krasoski

Pampas Cottage Claypit Lane Westhampnett Chichester

Detached double garage. (Originally this was (Variation of condition 4 from planning permission 18/03299/DOM-building to be used as a garage with a workshop space, toilet on ground floor and store on upper level), **now Variation of condition 2 & 4** from planning permission 18/03299/DOM -building to be used as a garage with a workshop space, toilet on ground floor and store on upper level).

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=QSQG25ER0SR00>

**The PC lodged a Comment and Objection on 07/06/21.**

**Update**

Subsequently, in July, the PC advised the Case Officer of the full tiling of the roof, and construction of 4 rooflights, and the applicant was asked by CDC to submitted revised plans showing these. CDC advised on 19/8/21 that new plans had been submitted to them but not on yet website. Amended plans were loaded to website on 10/09/21. Within those plans a further Condition variation was requested being a 1.8m front fence and gates. A Re-consultation has taken place, and the PC submitted their comments on 28/09/21 regarding the amended plans, requesting Refusal of the entire application. Subsequently, in early October, the PC advised the Case Officer that the glazing of the windows and installation of a 3-part glazed door in place of a standard Garage door had just taken place. More amended plans were loaded to website on 27/10/21. Within those plans there are some anomalies from previously submitted drawings. A Re-consultation has taken place, and the PC submitted their comments on 11/11/21 regarding the latest amended plans, requesting Refusal of the entire application.

**Decision was due 30/06/21, now overdue.**

**Permitted 10/12/21 with the following conditions:**

Time limits and implementations conditions:

1) The development hereby permitted shall be carried out in accordance with the plans listed below under the heading "Decided Plans" Reason: For the avoidance of doubt and in the interests of proper planning. Conditions requiring Local Planning Authority written approval or to be complied with by developer before occupation:

2) 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:

3) Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (or any order revoking, re-enacting or modifying that Order) the garage and workshop building hereby permitted shall be used only for purposes that are ancillary to the residential use of the dwelling house know as Pampas Cottage.

Reason: To maintain planning control in the interests of amenity of the site.

**Decided Plans**

The application has been assessed and the decision is made on the basis of the following plans and documents submitted:

PLAN - 1728 / 20 D 27.10.2021 Approved

PLAN - 2101 / 01 A 27.10.2021 Approved

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**TG/20/02893/OUT** - Case Officer: Mike Bleakley

Countryside Properties (UK) Ltd

Land Adjacent To A27 Copse Farm Tangmere Road Tangmere West Sussex

Outline planning application for a 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, 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.

O.S. Grid Ref. 489314/106361

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QJZZT4ERIUA00>

PC Comments lodged 01/01/21

CDC held a Public Briefing virtually on Thurs 18 Feb 2021 10.00 am

CDC Planning Committee assessed on 07/04/21 and Granted Outline Permission subject to Highways England agreement to revised measures regarding the impact of the traffic from the development on the A27.

**Full details to be advised, and outstanding as at 10/09/21, to be followed up by the Parish Clerk.**

LFL

**WH/20/02824/OUT** - Case Officer: Jeremy Bushell

CEG Land Promotions And The Landowners

Land Within The Westhampnett / North East Chichester Strategic Development Location (north Of Madgwick Lane) Chichester

Outline Application with all matters reserved except for access for the residential development comprising up to 165 dwellings, including an element of affordable housing; together with an access from Madgwick Lane as well as a relocated agricultural access, also from Madgwick Lane; Green Infrastructure, including the enhancement of the Lavant Valley Linear Greenspace; sustainable drainage systems; and associated infrastructure.

O.S. Grid Ref. 487255/106469

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QJ88KRERI8000>

**Developer has appealed, start date 22/03/21**

**PC lodged additional comments with Inspectorate on 25/04/21**

The deadline for Appeal proofs was 06/07/21 and rebuttals by 20/07/21. There are now numerous documents to be reviewed as part of the Appeal, these can be seen on CDC website under this number.

Planning Inspectorate Reference: **APP/L3815/W/21/3270721**

The Planning Inspectorate Inquiry started 03/08/21 and was due to conclude on 12/08/21.

The Planning Inspectorate Decision was due on 25/08/21, but now extended with closing statements by the advocates and a discussion on potential conditions scheduled for 14/09/21, and a decision about a fortnight later, so around the beginning of October. Later advised end of November, but no decision as at 13/12/21. On 10/01/22 advised that the Inspector has invited a final comment from all parties by 24/01/22 and indicated he will issue his decision within a week/fortnight of that deadline.

**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.

The Parish Clerk emailed Mr Toby Ayling on 02/09/21 to invite him to a face-to-face site meeting to review the HELAA sites in the Parish, in person. Reply awaited. Still no reply, to be chased.

**Linda Lanham, 17.01.22**

There were no questions.

LFL

8/22

**FLOODING AT COACH ROAD:** Pipe bursts, Southern Water update

Mr Bob Keatley reported that a new 160mm rising main is to be installed by Southern Water along Stane Street which will replace the existing 100mm one. The work will begin on 31<sup>st</sup> January 2022 and last approximately 16 weeks.

He also advised that Southern Water are aware of infiltration into the sewer in the area east of Coach Road / Claypit Lane. They are investigating to find the source.

Mr Keatley has produced a report from the recent meeting, as below:

**Coach Road Foul Water Rising Main Replacement & Related Issues. Meeting held online 11/1/2022**

*Present*

*Representatives from Southern Water and local residents*

*Rising Main*

*It was confirmed by Southern Water that the rising main will be replaced completely from the Coach Road Pumping Station to the head of the gravity sewer in Maudlin. The line of the new rising main will be along the southern side of Stane Street. Letters will be sent out to the community in due course. Signage advertising the proposed works will be displayed from 17/1/2022. The works will take place over a 4 month period starting on 31st January.*

*Pumping Station*

*The pumping regime might be modified by the installation of variable speed drives. The benefit would be that the surges and impact caused by the existing pumps, which are either running immediately at full bore or shut off, will be reduced although it was pointed out that the new rising main will be capable of withstanding the pressure surges that have been responsible for rupturing the existing rising main. A study is being undertaken to decide whether or not variable speed drives are to be installed.*

*Catchment Work*

*Further investigations will be carried out on the sewerage network due east of the Coach Road pumping station. Local operatives have identified periods when clear water is entering the pumping station wet well and they will try to establish where these flows are entering the foul water system. At the moment the flows entering the wet well are brackish but when the incoming flow clears an investigation will start. Similar investigations will take place in Claypit Lane.*

*Odour*

*Further investigations are due to start with a meeting on 17th January which will be attended by Southern Water's Network Enforcement Officer. It has been suggested by local operatives that the cause of the odour problem will be found at the Council Depot, possibly the foul waste from the vehicle washing station. It is suspected that the foul water from the vehicle washing operation is discharged into a storage tank and held for a number of days where it putrefies before being discharged to the Coach Road pumping station.*

*AOB*

*Southern Water asked for feedback regarding the service that has been provided by the Company. The plan to replace the rising main and associated works were of course welcomed but it was pointed out that there was a serious disconnect between what was promised in writing by the management of Southern Water, operational plans for site work etc and what actually happened on site during emergencies. It was explained that previous correspondence between various local residents and different departments within Southern Water produced contradictory and misleading information being provided by Southern Water.*

*Southern Water was asked for clarification regarding the existing sewerage network.*

*Is the Old Place rising main (previously referred to as the unmapped rising main) still operational? The latest sewer record provided by Southern Water shows large sections of the sewer run built over by houses on the Madgwick Park Estate.*

*Based on the sewer record tabled during the meeting, Southern Water confirmed that the entire Roman Walk foul sewer network had now been adopted by Southern Water.*

*Has the Madgwick Park foul sewer network been adopted by Southern Water?*

*Which sewer accepts foul flows from Madgwick Park? Although Southern Water has said that no flows from Madgwick Park discharge to the Coach Road system it has never been explained which alternative sewer within the Tangmere Catchment accepts foul flows from Madgwick Park.*

*It was agreed that Southern Water would provide written answers to the above questions which would be passed to Westhampnett Parish Council.*

Cllr McLeish thanked Mr Keatley for his work on this matter, and for representing the PC.

9/22	<p><b><u>FLOODING AT NEW ROAD / HAT HILL – POSSIBLE OPERATION WATERSHED PROJECT?:</u></b> Update</p> <p>The Parish Clerk advised that Gary Rustell has assessed the project and it needs to be fully specified and costed. He has asked Landbuild to undertake this. There is funding and so it is hoped that an Operation Watershed application could be submitted once the details of the work required to be done are fully known.</p>	<b><u>LFL</u></b>
10/22	<p><b><u>CDC PARKING REVIEW INCLUDING WESTHAMPNETT:</u></b> Are any further measures needed from the original proposal, beyond the Double Yellow Lines already implemented?</p> <p>The Councillors discussed this matter, and verbally went through the roads / areas affected by the original plans. Residents now appear to have got used to the Double Yellow Lines. Rolls Royce have had reduced numbers of staff on site due to Working From Home (which is to continue for some staff for some of each week) and there has been less parking pressure on the local roads from non-residents. The general consensus from the Councillors was that the system should remain as it is now, and that the Parking Permits are not required. It is understood that if the need should change in the future a whole new application would need to be made, which may or may not be implemented.</p> <p>The Parish Clerk to advise the Parking Team of these comments.</p>	<b><u>LFL</u></b>
11/22	<p><b><u>VISIBLE “ENTRANCE” TO EACH PART OF THE PARISH:</u></b> How to progress this project</p> <p>Cllr McLeish advised that she had not had the time to progress this project. Most sites are agreed, but a site meeting is needed for the RR roundabout end, and Mike Dare is the main contact. Cllr Plummer offered to take over this project and details to be supplied to him by Cllr McLeish.</p> <p><b><u>Cllr Hunt and Cllr Potter left the meeting at 7.52pm</u></b></p>	<b><u>CMcL</u></b>
12/22	<p><b><u>COMMUNITY HALL:</u></b> (Mr Richard Skillern standing in for Cllr Holden)</p> <ol style="list-style-type: none"> <li>1. <u>Update on Bookings:</u> The Premises Manager has been taking lots of bookings, with a healthy number going forward; some days have several activities on that day.</li> <li>2. <u>Update on Finances:</u> As at 17<sup>th</sup> January 2022 the Lloyds Bank account balance is £17,704.</li> <li>3. <u>Update on Care of Building:</u> Shelving to be installed in 4 Kitchen Cupboards, Heating thermostat covers to be obtained so temperatures cannot be fiddled with. Windows need cleaning inside &amp; outside – the Parish Clerk to arrange.</li> <li>4. <u>Review of Community Café:</u> The future running of the Café will be discussed at the next Committee meeting. Cllr McLeish said the provision of the Café was a good thing even if only a few people attended.</li> <li>5. <u>Update on Community Hall Signage:</u> The Parish Clerk advised that Planning Permission will be needed for the Signage, and this would have to be renewed every 5 years. The Noticeboard and the Flagpole to be added into the Planning Application. The Parish Clerk to action.</li> <li>6. <u>Update on NHB 40/21 - Blackout / Curtains:</u> Graham Sharkey from Apollo Blinds visited and re-checked the best solution. Vertical Louvre Blinds at the lower half of each Apex Window, with draw bars. These would be attached to the Steel Beam, and pull back each side at the south end, and to the east only on the north end. Horizontal Pleated Blinds at the upper half of each Apex Window with Motorised system. These would be attached inside each framing section. Roller Blind in Reception Window. Once installed the Audio Visual equipment will be dealt with next.</li> <li>7. <u>Landscape planting around Hall:</u> This will be discussed at the next Committee meeting, and it was suggested that it is tied in with what will be planted on the boundary of the Children’s Nursery next door.</li> <li>8. <u>Provide Monthly Volunteer Saturday Mornings with Refreshments from Spring?:</u> It was agreed that this would be most welcome, and the details will be discussed at the next Committee meeting.</li> <li>9. <u>Any other business:</u> None.</li> </ol>	<b><u>RS</u></b> <b><u>LFL</u></b>  <b><u>LFL</u></b>
13/22	<p><b><u>The QUEENS PLATINUM JUBILEE WEEKEND – 2<sup>ND</sup> JUNE - 5<sup>TH</sup> JUNE 2022:</u></b> Decide <u>date</u> for Parish Celebration. Details of the 4 days of National events sent by email to all Councillors &amp; Hall Committee on 10<sup>th</sup> January at 11:06am.</p> <p>The date chosen is <b><u>Friday 3<sup>rd</sup> June 2022</u></b></p> <p>After a short discussion the following was noted:</p> <ol style="list-style-type: none"> <li>1. Obtain a Big TV? – add to next PC Meeting Agenda</li> <li>2. Contact Mr Bob Clack as he had offered a PA system on long loan</li> <li>3. The Premises Manager (CM) to check RBA Dance are not using the Community Hall on 3<sup>rd</sup> June and book it for the Community Event.</li> <li>4. Apply to Queens Green Canopy for a Tree to Plant, if possible, a fruit tree.</li> </ol>	<b><u>LFL</u></b> <b><u>ALL</u></b> <b><u>CM</u></b>  <b><u>LFL</u></b>
14/22	<p><b><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA:</u></b></p> <p><u>Eroica Britannia:</u> Goodwood are holding an online consultative meeting on 26<sup>th</sup> January 2022 from 12-30pm to 14-00pm regarding the Eroica Britannia cycling event to be held in August. Cllr Burborough confirmed she would attend this to represent the Parish Council and report at the next Parish Council Meeting.</p>	<b><u>SB</u></b>

15/22	<p><b><u>PARISH FINANCIAL MATTERS:</u></b></p> <ol style="list-style-type: none"> <li><u>To approve the Accounts to 31<sup>st</sup> December 2021:</u> The Accounts had been previously circulated to all Councillors. It was noted that Fuel costs have increased due to the rise in prices and increased usage of the Community Hall. There being no questions, the approval of the accounts was proposed by Cllr Holden, seconded by Cllr James, and the Accounts were signed by the Chairman.</li> <li><u>To note £13,281 for NHB 40/21 moved from Barclays to NS&amp;I for safekeeping:</u> The NS&amp;I Statement showing the movement had taken placed was signed by the Chairman.</li> <li><u>To receive proposed precept value and budget, and to approve precept for 2022/23:</u> The Budget and Precept spreadsheets had been previously circulated to the Councillors. The Parish Clerk advised that the previously suggested changes had been made, and the Councillors confirmed there were no other amendments. 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 if the Councillors wished, that being so the Parish would receive a precept of £69,610 for the year 2022/23, an increase of £12,560. The Precept and Budget were proposed by Cllr McLeish, seconded by Cllr James, and all voted in favour. The Parish Clerk to notify CDC.</li> <li>Any other business A. <u>Cheques</u> were signed just before the start of the meeting to cover recent invoices. B. <u>The Volunteers Fish &amp; Chip Supper</u> is planned, date to be confirmed, and it was suggested that Rolls Royce be asked if they would be prepared to pay for this. The Parish Clerk to action.</li> </ol>	LFL  LFL
16/22	<p><b><u>CORRESPONDENCE, INCLUDING NOTICES &amp; LEAFLETS:</u></b> None.</p>	
17/22	<p><b><u>DEALING WITH LOCAL ISSUES:</u></b></p> <ol style="list-style-type: none"> <li><u>Email dated 14<sup>th</sup> January 2022 received from the March School regarding speeding:</u> The Parish Clerk had received an email from Mrs Nicky Metcalfe, Head Teacher at the March School in Claypit Lane and this had been circulated to the Parish Councillors, and CDC Councillor and WSCC Councillor. Great concern was expressed by Mrs Metcalfe about the excessive speeds that some cars are travelling at and the inappropriate parking. The School has already put in place some additional measures to try to improve the situation and is asking the Parish Council if it would consider working with the School to place some children designed signs on the lampposts. Mrs Metcalfe also commented on 2 mobile caravans in the layby, which it is believed are being lived in at present. The Parish Councillors discussed this at length and were pleased that PCSO Jason Lemm had been included in the original email. The Councillors suggested that 1. The Parents could be approached via the School to join the <u>Westhampnett SpeedWatch Group</u>. 2. The Parish Council would ask WSCC Highways / Sussex Police if a <u>Road Audit</u> could be done as it is many years since the last one. 3. To check that the <u>Yellow Flashing School Warning Lights</u> are working at the correct times. 4. The parents should not be <u>parking around the Rolls Royce Roundabout</u>. The Parish Clerk to reply to Mrs Metcalfe.</li> <li><u>FP417 Hedge:</u> It was suggested that once the hedge had been cut, the area that is under the hedge be mown and blown to get rid of all the small cuttings, and so expose the tarmac path.</li> <li><u>Retarmack FP417:</u> Its was suggested that Goodwood be asked if they would share the cost of retarmacking this path.</li> <li><u>Construction Traffic:</u> Mr Derek Marlow, a resident, advised that as part of the CEMP (<i>A Construction Environmental Management Plan (CEMP) is a working document that defines how a site will mitigate its potential impacts through construction on the environment and local community</i>) for the construction of the Children's Nursery there should be a pre-development inspection of Hadrian Drive so that a comparison can be done post development to assess any damage and fix it. The Parish Clerk advised that the Water Meter for the Community Hall is located within the Children's Nursery site.</li> <li><u>Footpath / Cycleway between Chichester Park Hotel roundabout and the back entrance of the Range?:</u> Cllr Burborough asked who is responsible for this as the brambles are growing out all over the pavement. The Parish Clerk to find out.</li> </ol>	LFL  LFL  LFL  LFL
18/22	<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.  None.</p>	
19/22	<p><b><u>DATE OF NEXT FULL PARISH COUNCIL MEETING:</u></b> 14<sup>th</sup> February 2022 Noted</p>	
20/22	<p><b><u>CLOSE MEETING</u></b> The Chairman closed the meeting at 8.43pm.</p>	

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

Date.....