



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 11th October 2021 at Westhampnett Community Hall, Hadrian Drive, Westhampnett, PO18 0FP

Present:

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

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>
221/21	<p><u>OPEN FULL COUNCIL MEETING & TAKE APOLOGIES FOR ABSENCE</u> Cllr McLeish welcomed all.</p> <p>Apologies were received from Cllr Ashcroft, Cllr James, Cllr Moth and Cllr Smith.</p> <p>Cllr McLeish advised the meeting that Mr Mike Hall, who was formerly a County, District and Parish Councillor had died recently. The Parish Council recorded their thanks for all he had done for the Parish and sent sincere condolences to his family. The Parish Clerk was asked to send a card.</p>	<u>LFL</u>
222/21	<p><u>DISCLOSURE OF INTERESTS:</u> Cllr Burborough – as an employee of Rolls Royce.</p>	
223/21	<p><u>CONFIRM MINUTES OF THE LAST FULL PC MEETING</u> held on 13th September 2021 The Minutes for the Parish Council meeting held on 13th September 2021 were accepted. Cllr Holden proposed that they be approved, this was seconded by Cllr Burborough, and they were then signed by the Chairman.</p>	
224/21	<p><u>MATTERS ARISING:</u> To deal with any matters arising from the Minutes of the last meeting. None.</p>	
225/21	<p><u>REPORTS FROM EXTERNAL BODIES:</u> 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.</p> <p><u>CDC Cllr Henry Potter submitted the following report, and took questions only:</u></p> <p><u>District Councillors Report</u></p> <p><i>The CDC All Parishes took place virtually on the 9th of last month and the Agenda included a presentation on the Governments Environment Bill, this requires targets to be set covering the next 15 years with at least 1 long term target in each of the following areas during the next 12 months to October 2022; Improved air quality, water quality, biodiversity and efficiency in securing resources and reduction of waste. It all seems a tall order to me but many see it as a step in the right direction. The sea water quality in our coastal waters and harbours certainly needs targeting.</i></p> <p><i>The 'Great Sussex Way' was also introduced to promote local tourism and get communities working together to put Chichester District on the map. There is a website detailing various attractions and things to do, thegreatsussexway.org and site on Facebook on social media.</i></p> <p><i>Finally the Season of Culture 2022 was presented detailing events planned for next year which is also the Platinum Anniversary of HM The Queens accession to the throne.</i></p> <p><i>A lot of complaints are often heard criticising the Car Parks in the District, particularly charges, but the Council has just received a National Award for best Car Parking facilities. The many ways customers can access these services such as buy parking time and permits and pay or challenge Parking Penalty Notices</i></p>	

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online is commended. Parking problems can also be reported. The Parking Team have received excellent feedback and satisfaction levels are good. Access to this service is ; chichester.gov.uk/parking.

The Cabinet met on Tuesday 5th and one of the Agenda items was consideration of prevention measures to stop the incursion on Council owned land by Gypsies and Travellers on the New Park Road Playing field and the public green on the Broyle Estate east of the City. This, with the new powers proposed by Government ought to go some way to stop this nuisance.,

To address the often slow process of determining National Park Planning Applications, the Council have appointed an additional Planning Officer, with National Park experience, to serve with the Park Planning team.

Finally, a new application to pursue the existing application to develop the site of the old Fuel Storage facility on the Bognor road east of the A27 has been lodged with the planning Management with revised access and mainly industrial use, though mention is also included for food outlets and an hotel. Quite how this will help the already diabolical transport infrastructure surrounding the A27 remains to be seen!!

Cllr. Henry Potter.
The Goodwood Ward at CDC

Cllr Potter advised that the Travellers within the Transit Site that have overstayed and not paid, were to be moved, but there is no court date yet for the hearing.

Cllr Potter also commented that Singleton & East Dean WI, the first WI to be formed in England, are to hold a "How Green is Our Valley" Day on Saturday 16th October from 10am-4pm. All welcome.

WSCC Cllr Jeremy Hunt read out the following report, and took questions:

Local Updates:

• **Possible Operation Watershed applications**

- Coach Road - The local resident has had formal response to his complaint regarding surface water flooding. Our highways team are reviewing the work to see if it can be included in our current highways programme. I am hopeful that we will have an answer to that in the next 2/3 weeks, but until we have that answer we won't know if highways will be sorting the issue or we need to move forward with a possible Op. Watershed application.

LFL

- HatHill/ New Road Junction - I spoke to Greg Rustell about this recently and he is waiting to hear from Linda, who was going to contact Goodwood, re possible dates for a meeting.

LFL

• **Eroica Britannica 2022** - I don't believe this will be anything like the defunct Velo event and Linda's recent email outlined what it is all about. It would appear to be very much a family event and is certainly limited to pre- 1987 bikes. Obviously, this is a Goodwood event so they should be your main point of contact, but if I hear anything through our highways team I will keep you updated.

• **Gigabit** - I saw that this was updated in your minutes, so I spoke to our officer this morning and, as he has had no direct contact, he assumes that Claire is pursuing this directly with Openreach. However, he was going to drop Claire a note to see if there was anything he could do to try and help.

CMcL

• **Odour from Amenity site** - we continue to liaise with the resident who is having some issues with odour apparently emanating from the site. The team at the site are doing everything they can to try and minimise any odour arising, but this is a very active waste transfer station and so warehouse doors do have to be open for periods of time for vehicle movements. There has also been an issue recently when, due to a shortage of drivers, green waste did build up more than usual. Hopefully that situation has now been rectified but, as we all know, the HGV driver situation is not something that is going to be resolved overnight. I believe we are very lucky that so far - fingers crossed - CDC have been able to maintain all our normal collection services, including green waste. Many other authorities across the country have not been so lucky. The site is now obviously under the control of Biffa and they continue to encourage the resident to contact them if he has any concerns. I do believe that they actually visited him recently.

Cllr Hunt was advised by Cllr Burborough that the road surface is smelly and needs washing down. He will follow this up.

JH

CC Matters:

I did a fairly comprehensive report last month so I don't have a lot to add this month. We continue to work on our budget for next year which, as I alluded to last month, is still being impacted by the impact of the pandemic. Of course we are now seeing a lot of other pressures looming, such as fuel prices, the pressure on our supply chains by the shortage of HGV drivers - as mentioned above - and not least the looming spectre of inflation. So this will all have a detrimental impact on all our budgets, not just the CC. Just to give you an idea of the breadth of our work, here are a couple of examples of the sort of things we get involved in.

• **Supporting Afghan Nationals** - due to the fact that a number of hotels around Gatwick were already contracted by the Home Office to be Covid isolation units, they were then used to house many of those families who had to flee Afghanistan. This was only for a period of isolation, and many have now moved on, some to other countries, some to family and others to new homes across the country. However, when they fled all they were able to bring was 9kg of luggage - for the rest of their lives! When they first arrived in these isolation centres in West Sussex, we had to not only find out what they most needed - basic

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essentials such as toiletries, clothes - everything from underwear upwards - but we then had to source these items as well. (Note: the costs involved will be covered by government, not by the CC). It was a tremendous logistical excise and a huge thank you needs to go to all our officers, who literally worked round the clock to support these families. In our latest City and Parish News we explain how we are working with our Districts and Boroughs to identify suitable properties to house our share of these families. We also encourage anyone who wants to help to visit our website which has further details. The address is: www.westsussex.gov.uk/leisure-recreation-and-community/supporting-local-communities/refugee-resettlement-in-west-sussex/#afghan-relocation-scheme-in-west-sussex

• Then, at the other end of the scale, we sponsor and run an initiative called 'Experience West Sussex', supporting our local economy by promoting both this beautiful County as a great tourist destination, as well as a great producer of fine food and wine. The website sets out the great attractions that are available in west Sussex, such as food and drink, art and culture, beaches and water-sports, outdoor activities and much else as well. Take a look at the website, which can be found at www.experiencewestsussex.com/ and you might be surprised by what this great county has to offer. From time to time we also promote exhibitions and conferences to support this work.

So, just a taster of the huge range of services, beyond social care and highways, that your County Council both delivers and supports as part of its day to day business.

And finally, a reminder to keep with all our news and campaigns which can be found at: www.westsussex.gov.uk/about-the-council/news-and-campaigns/

**Jeremy Hunt – West Sussex County Council Member for Chichester North
c/o Cabinet Office, County Hall, West Street, Chichester, PO19 1RQ
E-mail: Jeremy.hunt@westsussex.gov.uk Tel: 0330 222 4536**

Mrs Jean Hardstaff, a resident, reported that her husband had seen the WSCC Gully Cleaning Team discharge the collected silt/debris into the drainage ditch at Westerton Lane that had been part of Operation Watershed, thus clogging it up. Cllr Hunt said he would look into this.

JH

Air Monitoring The matter of increased pollution at School Leaving time / RR Afternoon shift change was raised. Cllr Hunt advised that CDC Environmental Health Team are in charge of this area, and it is possible to have temporary monitoring done.

LFL

A285 Duncton Road Closure Cllr Hunt advised that due to a landslip the road by the entrance to Seaford College would be closed for some weeks for repairs. It was noted that the Compass 99 bus from Petworth, through Westhampnett, to Chichester would have to divert, the new route to looked up.

LFL

Mr Andrew Ball (Rolls Royce Motor Cars) submitted the following report and advised he was unable to attend this meeting. His report was circulated prior to the meeting.

Westhampnett Parish Council 11.10.21 v1

Operations – no change

- Two-shift working continues to be fully operational.
- Office-based staff continue to work on a rotational basis.
- R-RMC is utilising the company's three car parks – within planning permission – as effectively as possible. This includes increasing the use of the Head Office car park for shift workers.
- Additional buses continue to operate to and from Bognor Regis to allow for social distancing.
- The vast majority of planned 'visitor visits' to the Home of Rolls-Royce have been cancelled. No general visitor plant tours.
- Robust safety measures remain in place.

Other items

- Planning applications. No outstanding planning applications. One application that is planned to be submitted before a future WPC meeting is for a small external building for our facilities management services company – details to follow.
- Stane Street Signage – 'Rolls-Royce'. With Nigel Carter / supplier.
- School sign. Permission granted. Sign erection date to be advised.

News

A PROPHECY FULFILLED, A PROMISE KEPT, A REMARKABLE UNDERTAKING UNDERWAY. ROLLS-ROYCE MOTOR CARS ANNOUNCES FIRST FULLY ELECTRIC CAR

<https://www.press.rolls-roycemotorcars.com/rolls-royce-motor-cars-pressclub/article/detail/T0346152EN/a-prophecy-fulfilled-a-promise-kept-a-remarkable-undertaking-underway-rolls-royce-motor-cars-announces-first-fully-electric-car>

<p>225/21 Cont.</p>	<p><u>Contacts</u></p> <p><i>In Andrew Ball's absence/if not available:</i></p> <p>Client Contact Team 01243 525700 enquiries@rolls-roycemotorcars.com</p> <p>The meeting asked if there would be anyone else who could attend. The Parish Clerk advised that this question has been asked, and a reply is awaited.</p>	<p><u>LFL</u></p>
<p>226/21</p>	<p><u>MEMBERS' REPORTS:</u> To receive reports from Members where not covered in agenda below, including Traveller & Transit site meeting on 6th October.</p> <p><u>Transit Site & Traveller Liaison Group Meeting:</u> Cllr Burborough attended the revived meeting held on 6th October at the Community Hall. She had provided some notes as follows:</p> <ul style="list-style-type: none"> - 16 encampment in Chichester this year (some same group moving) - police used rights only for 1 by festival theatre before CFT event - New Park & East Broyle parks have had funding approved to create land bunds on perimeter. - Northgate carpark barrier to restrict access - rejected by CFT. - Travellers in Transit site are to be moved on in next couple of weeks hopefully (legal action awaiting court date) - reported mess, dogs, parking on footpath/cycle path, rubbish as unacceptable and reminded them the footpath is the only path to Chichester out of Westhampnett. - next meeting will be at transit site to review state of facilities - Covid has added to issues and police unwilling to move Travellers on. - illegal encampment saw increase in threatening behaviour, abuse of area with rubbish, dumping waste, noise. One report of sexual harassment. <p>Attendees included New Park area residents, East Broyle residents, CFT representative, Scott (Esther's replacement), Piers, Henry Potter and CDC member.</p> <p>Cllr Burborough reported that Scott Judge, Gypsies and Travellers Team Manager, would be able to come to a Parish Council meeting if required. She said he doesn't know this area, but he is learning, and overall it was a good meeting. She suggested it would be useful for the barriers within the Parish to be re-assessed.</p> <p>Cllr Burborough was thanked for attending this meeting.</p> <p><u>Solar Farm:</u> Cllr Hunt reported that the Solar Farm had been put up for an Award as the Battery Storage was the first in the country. He was reminded that the re-planting still needs to be done, he will follow this up.</p> <p><u>GigaBit:</u> Cllr McLeish said there should be more news in 2-3 weeks, she will follow it up.</p> <p><u>CDALC meeting:</u> Cllr Burborough attending this virtual meeting on 4th October. She advised there is legislation to modernise councils that allows a Parish Council to change its name to Community Council, and the Parish Clerk would then change to Administrator. She reported that one Clerk was now located abroad and virtually attends, and that Councillors can attend meetings by virtual means. (NB: Update by Parish Clerk - Councillors cannot vote on decisions via virtual meetings, they must be present in the meeting room to vote).</p>	<p><u>LFL</u></p> <p><u>JH</u></p> <p><u>CMcL</u></p>
<p>227/21</p>	<p><u>CDALC:</u> Nominate 2 Councillors as CDALC reps, suggest Cllr McLeish & Cllr Burborough as they are already the WSALC reps.</p> <p>Both Cllr McLeish & Cllr Burborough were willing to be nominated as CDALC reps. Cllr Holden proposed Cllr McLeish, and Cllr Burborough seconded. Cllr McLeish proposed Cllr Burborough, and Cllr Holden seconded.</p> <p>The Parish Clerk to advise CDALC.</p>	<p><u>LFL</u></p>
<p>228/21</p>	<p><u>PLANNING MATTERS:</u> To receive a report on recent planning applications.</p> <p><u>Planning Update since the last Parish Council Meeting on 13th September 2021</u></p> <p><u>New Planning Applications for the period week 37 (15/09/21) to week 40 (07/10/21) inclusive</u></p> <p><u>WH/21/02814/DOM</u> - Case Officer: Sascha Haigh Mr & Mrs Rigden Bay Leaf House Stane Street Westhampnett PO18 0NT Resubmission of change use of loft space to habitable accommodation with three rooflights to the front roof slope, two rooflights to the rear roof slope, and a rear dormer with pitched and hipped roof. O.S. Grid Ref. 488242/106148 To view the application use the following link; https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QZQMM0ERFN200</p> <p><u>PC must comment by 13/10/21</u> <u>Decision due 15/11/21</u></p> <p><u>WH/21/02287/DOM</u> - Case Officer: Oliver Naish Miss Isabel Ponsford</p>	<p><u>LFL</u></p>

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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; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QWUFP3ERL6N00>

PC must comment by 27/10/21

Decision due 19/11/21

Update on outstanding Planning Applications

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. Awaiting further news.

Decision overdue 30/06/21

WH/21/00630/FUL - Case Officer: Jane Thatcher

The Little Blue Door Ltd

Land Adjacent To Hadrian Drive Westhampnett Chichester West Sussex

Erection of a children's nursery and a residential block comprising 2 no. 2-bed flats with associated landscaping, access and parking.

O.S. Grid Ref. 488507/106267

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QPCNYEERMRA00>

The PC lodged a Comment and Objection on 24/05/21.

Update

Subsequently, in August, the Agent has advised that revised plans have been submitted to CDC. These were lodged on the CDC website, and on 23/08/21 the PC withdrew its objections, and asked for 3 conditions to be imposed (width of car parking spaces, traditional flint-work, bricks & tiles). Awaiting further news.

Decision was by 21/06/21, then by 31/08/21, now overdue

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

Mrs Pam Clingan

Lanburn Connemaras Swallow Beck Madgwick Lane Westhampnett

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

O.S. Grid Ref. 488052/106449

To view the application use the following link; <https://publicaccess.chichester.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=QOOA34ERM6X00>

PC Comment and Objection lodged 07/04/21.

Update:

On 12/04/21 the PC was provided with some additional information from the applicant however the PC submission still stood as lodged. Following further information on 05/08/21 the PC withdrew most of its objections, except to do with footpaths / public transport. Awaiting further news.

<p>228/21 Cont.</p>	<p><u>Decision was by 26/04/21, then by 23/07/21, now overdue</u></p> <p><u>Decisions</u></p> <p><u>TG/20/02893/OUT</u> - 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=QJZZT4ERIUAA00</p> <p>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.</p> <p><u>Full details to be advised, and outstanding as at 10/09/21, to be followed up by the Parish Clerk.</u></p> <p><u>WH/20/02824/OUT</u> - 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=QJ88KRER18000</p> <p><u>Developer has appealed, start date 22/03/21</u> <u>PC lodged additional comments with Inspectorate on 25/04/21</u></p> <p>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: <u>APP/L3815/W/21/3270721</u> 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 <u>beginning of October</u>. No Decision as at 11/10/21.</p> <p><u>Other Matters</u></p> <p><u>Chichester Local Plan Review 2020 version of the Council's Housing and Economic Land Availability Assessment (HELAA) document.</u> 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.</p> <p><u>Linda Lanham, 11.10.21</u></p> <p>After a discussion by Councillors and residents regarding the continuing building of the Detached Double Garage at <u>Pampas Cottage</u> which breaches the planning permission given, Cllr Potter agreed to contact Shona Archer, CDC Planning Enforcement, to request further action be taken, such as a Stop Notice.</p>	<p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>HP</u></p>
<p>229/21</p>	<p><u>FLOODING AT COACH ROAD IN AUGUST:</u> Update since 13th September 2021: 1. <u>Sewage overflowing - Complaint letter to OFWAT regarding non-action by Southern Water:</u> A reply has been received from Southern Water who are now carrying out groundwater surveys to ascertain the source of the problem causing the overflowing. Pressure needs to be kept up on this matter.</p>	<p><u>LFL</u></p>

229/21 Cont.	<p>2. <u>Surface Water – Liaison with WSCC – could remedial action be an Operation Watershed project?:</u> The surface water issues in Coach Road have been identified as being due to defective pipework under the road. WSCC Highways have put forward a plan to rectify this, and it is currently being assessed as to which part of WSCC budget will be used. If it cannot be paid for out of the immediate works, or capital projects, budgets then it may be possible via an Operation Watershed application. If a timeframe is not provided quickly then the Parish Clerk was asked to write to WSCC Highway Operations Manager Chris Dye for a committed date.</p>	<u>LFL</u>
230/21	<p><u>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</u></p> <p>1. <u>Litter Bin at Stocks Lane:</u> The Parish Clerk reported that CDC are still not able to supply, install or empty any additional litter bins in the District at present. This is due to lack of staff and cover for those staff members who go off sick / self -isolating due to Covid. Recruitment for additional staff is ongoing and the Parish Clerk was asked to contact CDC again in December.</p> <p>2. <u>Flooding at New Road / Hat Hill:</u> The issues have been advised to Goodwood who have put forward Katie Carr, Estate Project Manager, to work with the Parish Council, WSCC and a local contractor, Landbuild, to propose a solution. It may be that an Operation Watershed application will have to be made to fund the works.</p>	<u>LFL</u> <u>LFL</u>
231/21	<p><u>VISIBLE GATES TO EACH PART OF THE PARISH:</u> To review progress on this project. Cllr McLeish has chased WSCC Mike Dare who has said he will re-start our project. He has mentioned that the suggested site in the area of the Chichester Park Hotel may now be a problem.</p> <p><u>Cllr Potter and Cllr Hunt left the meeting at 7.55pm</u></p>	<u>CMcL</u>
232/21	<p><u>COMMUNITY HALL:</u> (Mr Richard Skillern standing in for Cllr Holden)</p> <p>1. <u>Update on Bookings:</u> There are bookings almost every day / evening, with 7 or 8 private parties in November. Rolls Royce are booking all day again in November. The bookings have reached a reasonable level and range of age / type of event.</p> <p>2. <u>Update on Finances:</u> Cllr Holden asked how near is the Hall to breaking even? The income in October will be £1,400, and the balance of the Lloyds Bank account is £11,795.25 at end of September 2021.</p> <p>3. <u>Update on Care of Building:</u> The Gas Boiler has been serviced, and the Fire System sorted out with a new detector and monitoring. Some chairs had marked the Walls, need to be kept away and marks removed. It was agreed to have professional cleaners once a month to supplement that done by the Premises Manager. The Parish Clerk to arrange this.</p> <p>4. <u>First Community Café on 19th October:</u> The arrangements are in place for this from 10.30am-12.00 noon, on Tuesdays and Thursdays. A Chalkboard and Sail Flag are on order, and Posters are being done for the Noticeboards.</p> <p>5. <u>Update on Community Hall Signage:</u> It was agreed that the signage should not be illuminated. The lettering and quote were approved, and the Parish Clerk was asked to send the quote to Mr Andrew Ball at Rolls Royce, to see if they are kindly able to fund this.</p> <p>6. <u>Any other business:</u> The Parish Clerk reported that the shelf for the Microwave was being custom made to fit the space.</p>	<u>LFL</u> <u>RS</u> <u>LFL</u> <u>LFL</u>
233/21	<p><u>CHRISTMAS FAIR & TREES: 28th November - Community Hall and Westerton</u></p> <p>1. <u>Review progress on Fair arrangements, Fair open from 1-30pm to 4-30pm:</u> 8 stalls have been arranged, along with Father Christmas. Timing 1.30pm to 4-00pm. Non-alcoholic Mulled Wine, hot drinks, and Mince Pies will be served. Flyers being done to be distributed by end of October.</p> <p>2. <u>Confirm Order for 2 x 8' Trees:</u> It was agreed that the Parish Clerk order the Trees.</p> <p>3. <u>Review existing Decorations, Order New ones, Confirm budget for purchases:</u> It has been arranged for the Parish Clerk and Mr Bob Keatley to review all the Decorations in October, and order anything else required. The budget is £1000 overall.</p> <p>4. <u>Plan Collection & Installation Team / Takedown & Disposal Team:</u> Cllr Holden offered to look after the Westerton Tree putting up / taking down. Mr Mark Mason has agreed to collect the trees and deliver to the 2 sites. Mr Richard Skillern will help also. More help is needed.</p> <p>5. <u>Switch On time 4-30pm and Persons to do this task!:</u> Various suggestions were made including Susan, Duchess of Richmond; or Charles, Duke of Richmond. The Parish Clerk to follow up.</p>	<u>MW</u> <u>LFL</u> <u>LFL</u> <u>/RK</u> <u>ALL</u> <u>LFL</u>
234/21	<p><u>NHB 2021 APPLICATION - 40/21</u></p> <p>CDC have confirmed their approval of the NHB 2021 application for Blackout Curtains / Blinds for the Community Hall in the sum of £13,281, and now require confirmation of the Parish Council acceptance of the Terms and Conditions relating to this award.</p> <p><u>RESOLVED:</u> That the Parish Council accept and understand the Terms and Conditions of the New Homes Bonus Agreement NHB 40/21. All voted in favour. The Parish Clerk to sign both copies of the Terms and Conditions and one copy to be sent to Mr David Hyland.</p>	<u>LFL</u>
235/21	<p><u>KEEPING THE PARISH LOOKING GOOD – VILLAGE VOLUNTEERS:</u> An Update</p> <p>Cllr McLeish advised that there were 4 volunteers last week, and she thanked all for the work done and the litter picking. It was commented that a great deal of litter was evident after the Revival when walking towards Goodwood Hotel on sides of the road. Also, in Westerton Lane from the bend to the Motor Circuit. The Parish Clerk will email Goodwood to ask for litter collection to be done, and to be added to their work schedules for each event.</p>	<u>LFL</u>

236/21	<u>ANNUAL PARISH MEETING ON 8th NOVEMBER 2021 AT 6PM IN WESTHAMPNETT COMMUNITY HALL:</u> Arrangements for this Meeting including presentation content It was agreed to hold a separate meeting in the next 2 weeks, the Parish Clerk to fix a date and time.	<u>LFL</u>
237/21	<u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA:</u> A request from the Governors of the March School had been received, asking for funding towards new Decking to be reviewed again, and the Councillors agreed to discuss this at the next PC meeting.	<u>LFL</u>
238/21	<u>PARISH FINANCIAL MATTERS:</u> 1. <u>To approve the Accounts to 30th September 2021:</u> The Accounts had been previously circulated to all Councillors. There being no questions, the approval of the accounts was proposed by Cllr Holden, seconded by Cllr Burborough, and the Accounts were signed by Cllr McLeish. 2. <u>AGAR – To note External Auditor Report and Certificate received:</u> Copies of the External Auditor Report and Certificate are to be put on the Noticeboards and Website. 3. <u>To approve Mr Richard Skillern as Full Signatory on Lloyds Bank Account:</u> This was proposed by Cllr McLeish and seconded by Cllr Burborough. The Parish Clerk to action. 4. <u>To review proposed process for Hall Committee to be reimbursed for expenditure on Hall related purchases up to the value of £200. To be paid from the Lloyds Bank Account as an Interim measure until March 2022 when the method of Hall funding is to be reviewed for the coming Financial Year:</u> This matter was discussed and it was agreed to work on it over the Winter with a view to starting in April being the new FY. 5. Any other business: A. Printer: Cllr McLeish to send details of a Brother model to the Parish Clerk. B. Cheques were signed just before the start of the meeting to cover recent invoices.	<u>LFL</u> <u>LFL</u> CMcL
239/21	<u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS:</u> None.	
240/21	<u>DEALING WITH LOCAL ISSUES:</u> 1. <u>Speeding in Westerton Lane:</u> Cllr Holden advised that Mr and Mrs Freemantle and others, all residents of Westerton, have asked for the process to be started to reduce the speed limit, currently at the National Speed Limit of 60mph. There are children walking to school, and it is thought it needs to be less, maybe 30mph. The Parish Clerk was asked to contact Mike Dare / Miles Davy to find out the details of the process. Also, could the Lane be included in the Goodwood Events TTRO for next year at 30mph? 2. <u>Cycling Signage southbound on Claypit Lane faded:</u> Mr Paul Freemantle, a resident, asked if this could be redone. The Parish Clerk to ask Highways. 3. <u>No Right Turn out of Private Road onto Claypit Lane:</u> The Parish Clerk was asked to write to Dovecote and Westhampnett House to remind people there is No Right Turn (No entry signs). 4. <u>To Let Sign on Fence at Roman Walk:</u> Mr Derek Marlow, a resident, mentioned the arrival of a To Let sign, the Parish Clerk advised she had already spoken to the firm concerned and asked them to remove it. (NB: Since removed). 5. <u>Replacement Trees on Roman Walk and the Village Green:</u> Mr Derek Marlow, a resident, advised that replacement trees are to be planted by the Bellway contractors during the Autumn. The Parish Clerk will contact Bellway to find out when. 6. <u>Fly-tipping at Sidengreen Lane:</u> Mrs Jean Hardstaff, a resident, advised that a large fly-tipping incident had taken place just off Westerton Lane, down Sidengreen Lane. This has happened before and is costing CDC time and money to clear, as well as being unsightly and a potential hazard. Could vehicle access be restricted somehow? The Parish Clerk to contact Goodwood to check if the Lane is on their land, and if so, what could be done? 7. <u>Flooding at Holmwood House:</u> The Parish Clerk reported that extensive flooding is occurring on 2 areas of the garden and wood each time it rains hard. The surface water drain is not allowing the water to run away as it used to do, and ground water seems to be not draining as it used to either. The building works in Hadley House next door are meant to keep the culvert across from Holmwood House going south towards Stane Street running, but something has happened that appears to be a contributory factor. The residents have contacted CDC Drainage Engineer, Dominic Henly, to ask him to inspect the problem.	<u>LFL</u> <u>LFL</u> <u>LFL</u> <u>LFL</u> <u>LFL</u> <u>LFL</u>
241/21	<u>QUESTIONS BY THE PUBLIC:</u> Any resident of the area covered by the Council and present at the meeting may ask questions relating to the business of the Council.	
242/21	<u>DATE OF NEXT FULL PARISH COUNCIL MEETING:</u> 8 th November 2021 - Annual Parish Meeting at 6pm and Full Council Meeting 7pm. Both noted.	
243/21	<u>CLOSE MEETING</u> The Chairman closed the meeting at 9.01pm.	

Signed.....
Chairman of Meeting

Date.....