



WESTHAMPNETT PARISH COUNCIL

Serving Westhampnett, Maudlin and Westerton

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Minutes of the Westhampnett Parish Council Meeting held at 7pm on Monday 13th November 2017 at the March C of E School, Westhampnett

Present:

Councillors: Cllr W P Harding (Chairman), Cllr J L Hardstaff (Vice-Chair), Cllr S Burborough, Cllr R Fabricius, Cllr S James, Cllr C McLeish.

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham, supported by Mrs Joanna Cadman (locum RFO).

CDC Cllr J Hunt, Mr Andrew Ball, Mr Jamie Robertson & Mr Nigel Carter (all Rolls Royce Motor Cars Ltd), and 15 members of the public also attended.

<u>Minute Number</u>	<u>Item</u>	<u>Action</u>
<u>99/17</u>	<u>APOLOGIES FOR ABSENCE</u> WSCC Cllr Hall sent apologies and Cllr Hardstaff sent message to say she was delayed; she arrived after Agenda Item 4 (Minute 102/17).	
<u>100/17</u>	<u>DECLARATIONS OF INTEREST</u> Cllr Burborough declared a non-pecuniary interest as a member of the Grange Management Committee, and employee of Rolls Royce.	
<u>101/17</u>	<u>MINUTES OF THE LAST MEETING</u> RESOLVED: That the minutes of the meeting held on 11 th September 2017 are approved by the Council and signed by the Chairman as a true record of the meeting. Proposed by Cllr Harding and seconded by Cllr James.	<u>WPH</u>

<p><u>102/17</u></p> <p><u>1</u></p> <p><u>2</u></p> <p><u>3</u></p> <p><u>4</u></p>	<p><u>MATTERS ARISING FROM THE MINUTES</u></p> <p>Update from the Clerk regarding the reinstatement request for Footpath 417 – the PROW team have been trying to contact the developer, and are actively following this up to get it reinstated.</p> <p>Update from the Clerk on Telephone Box at Westerton – The condition of the box has not changed since reporting to BT. Cllr R Fabricius reported that he had seen an old telephone box in Bath being used to display art.</p> <p>Update from the Clerk on Fitness Equipment Signage – the replacement signs are on order, delivery is expected soon.</p> <p>Update from the Clerk on Christmas Tree Trail – final plan now in hand for 1st December, and it is possible that some of NHB 33/17 funding will be able to be used for this project. It was agreed by the PC that this should be done as the lights will remain useable for other projects in and around the Village Hall.</p>	<p><u>LFL</u></p>
<p><u>103/17</u></p>	<p><u>PARISH COUNCILLOR VACANCY</u></p> <p>Mrs Pam Clingan gave a short resume of her local background, skills and qualifications, and emphasised her wish to be of use to the parish. Cllr Harding proposed that she be co-opted and this was seconded by Cllr Hardstaff. A vote was taken and all PC members were in favour. Mrs Clingan then took up her seat at the PC table. Mrs Clingan also declared her interest in the outstanding planning applications for Lanburn Stud.</p>	

REPORTS BY EXTERNAL BODIES

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Mr Andrew Ball, Head of Corporate Relations, Heritage and Philanthropy at Rolls Royce, said that they now have a workforce of 2000 people, and that they are taking the speeding and parking issues raised by residents and the Parish Council very seriously. He acknowledged that speeding is a safety issue and advised that RR have been working with Sussex Polices Sussex Safer Roads Partnership. Mr David Beasley said that speeding was affecting the quality of life and that when RR set up their site they insisted that there would be no impact on the village. Mr Chris Spink asked about the Sussex Safer Roads email regarding parking on pavements which has become rife. Mr Andrew Blanchard raised the repeated problems of parking opposite his house making getting in and out of his drive very difficult. Mr Ball insisted that RR is trying to deal with it. Sussex Safer Roads has done some speed trials but they had been taken during the day and from the wrong direction. The Parish Clerk was asked to chase this up with Sussex Safer Roads and ask for trial to be done at 11-30pm. Cllr Hunt suggested speed loops could be installed, and Mr Ball said that RR would be able to help with this. It was requested that Madgwick Lane be included as well. Mr Bob Holman raised the issue of mothers, with children and pushchairs crossing the road, and needing access to the pavements. Mr Brian Cole said the RR delivery drivers are also speeding on Stane Street. Mr Ball advised that every Thursday morning they have an All Staff Briefing and these matters are raised then. He then gave a very detailed report of the RR proposal to provide their staff with a new car park for 500 cars. This would be within the Goodwood Site 17 land to the east of Claypit Lane opposite the March School, and there would also be provision for dedicated car parking for the School. The access would be via The Drive, and out onto the north end of Claypit Lane. There would be heavy landscaping and lighting similar to the current car park. There would be acoustic fencing, and overhead barrier height restrictors at the RR and School areas. The School area would be locked when not in use. Mrs Nicky Metcalfe, Head Teacher, said that until a child is a statistic she is unable to get any further improvement in road safety near the School. The new car park would mean RR would relinquish the Goodwood parking arrangements in use at present. Mr Ball explained that RR would be holding an Information Day for all local people on 20th November in the RR Reception area, and that everyone in the parish would receive a letter inviting them to attend. The expected timeframe is that the Planning Application would be submitted at the end of November, with the work finished by Quarter 4 of 2018. Mr David Beasley commended RR on the thinking that has gone into this project.

Mr Ball then outlined some further planning changes to a fire exit, extending the timeframe in the Tent, the new Bespoke work area and the woodshop mezzanine.

Mr Ball advised that RR would be holding a Family Day on Sunday 10th December.

Cllr Harding asked about the "Humming" noise that had been reported recently by Mr Michael Bish at Strettington, and others in different locations. It appeared that the pulsing drone noise is emanating from the RR plant. Mr Ball asked if Mr Bish could assist with locating this noise.

CDC Cllr Hall Although absent from this meeting, he had advised that he had attended the Travellers Liaison Meeting and he had raised the point that he wished to head up a petition to get the Travellers Site moved.

LFL

<u>105/17</u>	<u>MEMBERS' REPORTS</u>	
<u>1</u>	<p>Travellers: Cllr Harding attended the liaison meeting on 20th September, and reported that the travellers are still parking on the verges, even though there are spaces in the transit site. He has again asked Esther Quarm, WSCC Gypsy & Traveller Team Manager, for details showing whether the Transit Site is financially viable, but has still not received this report. Cllr Fabricius said the site had been mis-managed from Day 1. Cllr Hardstaff said that the travellers are a disturbance to the village. Cllr Burbough said that Councillors attending the CLC South meeting she went to and where she spoke about this matter, were shocked by the information she gave as they had been told that the site is a success. Mr David Beasley commented that rubbish is left behind every time there are illegal camps, with a slow clear-up response by the Council. Mr Brian Cole stated that several vehicles had the number plates removed thus avoiding scrutiny. Next item continues this issue.</p> <p>Bollards: Part of the solution would be to install 50 bollards on the verge, and the drawings are agreed, but WSCC have requested that the PC sign an agreement with a licence and conditions which the PC will not agree to do. West Sussex Volunteers and the funding are all lined up to start the work as soon as this matter is resolved.</p>	
<u>2</u>	<p>A27: Cllr Fabricius said no further update until the next meeting on 1st December.</p> <p>Goodwood Consultative Committee: The Parish Clerk sent a letter to Mr Lloyd McNeill, detailing all the issues raised at the last Full PC meeting in respect of the Revival, but as yet no reply had been received.</p>	
<u>3</u>	<p>Lighting inside and outside the Parish Hall: The Parish Clerk attended a meeting with Shona Turner at CDC in respect of the NHB 33/17. The whole amount of £1360 is to be granted to the Parish, some for the Christmas Tree Trail and some for other outside lights on the Hall. She will also provide a spreadsheet of all other S106/CiL/CDC grant monies, with expiry dates.</p>	
<u>4</u>	<p>Cycleway: See Minute 104/17 Item 3 WSCC Cllr Hunt, point 2.</p>	
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<u>106/17</u>	<u>QUESTIONS BY THE PUBLIC</u>	
<u>1</u>	Mr Bob Holman asked if it would be possible for there to be microphones available at the PC Meetings as I can be difficult to hear what is being said. Cllr Harding asked if this could be investigated and Mr Andrew Ball of RR suggested he might be able to assist with this. The Parish Clerk to liaise.	<u>LFL</u>
<u>2</u>	Cllr Clingan updated the meeting on the problem of MOD Apache and Chinook helicopters flying low over her horse paddocks. She had taken this up with Goodwood Air Traffic Control and The British Horse Society and investigations are ongoing.	

<p>107/17</p>	<p>PLANNING</p> <p>Cllr Hardstaff gave a report on the planning matters arising since the last meeting:</p> <p>1</p> <p>WH/17/02865/HDG – Chichester Growth 2030 sewer - Removal of 25m wide easement on 4 no. hedgerows. The PC objected as follows:</p> <p>Objection: Written description and the plan supplied do not appear to indicate the same length of hedgerow to be removed. Why is it necessary to remove 25m of hedgerow (80-85ft) to carry out the works? Surely this work can be carried out in these 4 areas in a lesser width, even allowing for vehicle access, trench & operatives. These are mature hedgerows, in excess of 30 years old, and are an important landscape feature within the Parish. Replacements will take time to mature and therefore the length of removal and disturbance should be kept to an absolute minimum. Objection is to the length of hedgerow removal proposed in this application.</p> <p>WH/17/02577/FUL – Greytiles, Claypit Lane - Demolition of existing garage, construction of additional dwelling and associated works, subdividing plot. The PC objected as follows:</p> <p>Objection: The proposed dwelling is sited adjacent to the south side of Grey Tiles, at the rear of the plot and directly behind 'Camelot'.</p> <ul style="list-style-type: none"> •This is 'backland' development and would have an un-neighbourly impact on the adjacent property Camelot, which is directly in front of the proposed dwelling. •Claypit Lane is a rural area; properties on either side of the lane enjoy the benefit of large gardens; increasing the density in the manner proposed is an urban solution and would change the character of the locality. •It is un-necessary in terms of housing provision within the Parish. The housing allocation for Westhampnett identified in the adopted CDC Local Plan fulfils the requirement until 2029 and therefore the Parish does not have to identify any further sites. <p>WH/17/02810/FUL – Lanburn Stud - Erect storage barn and manege for training horses. The PC has No Objection.</p> <p>WH/17/02798/FUL – Rolls Royce - Install new internal mezzanine floor infill and staircase, with roller shutter door infill to front elevation. The PC has No Comment.</p> <p>3</p> <p>WH/17/01700/FUL – Rolls Royce - Erection of temporary storage building/ tent to store finished and semi-finished vehicles and to undertake rework activities on the vehicles to support production requirements. The approval is requested until 31st December 2020. Alternative proposal to 13/03344/ FUL. The PC has No Comment.</p> <p>4</p> <p>WH/17/02533/TPA - Milner House, Stane Street - Crown reduction by 3m and prune to old wound points on 2 no Birch tree (T1 and T2), crown reduce by 2m all round and lift lower branches to a height of 5m on 1 no. Ash tree (T4), reduce crown and sides (all round) up to 5m on 1 no Willow tree (T4) subject to 73/01077/TPO. The PC has No Comment.</p> <p>5</p>	
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<u>108/17</u>	<p><u>PARISH HALL – BELLWAY</u></p> <p>Cllr Hardstaff stated that the PC is in negotiations with Bellways solicitors in regard to conveyancing questions however their reply is long overdue. The PC asked the Parish Clerk to contact Keith Lancaster at Blake Morgan direct to try to progress this matter.</p>	<u>JLH/LFL</u>
<u>109/17</u>	<p><u>NEIGHBOURHOOD PLAN</u></p> <p>Cllr Hardstaff advised that the PC has now obtained a designation area for the part of the Parish that is within the South Downs National Park. Cllr Hardstaff also reported that the draft is now nearly ready, and as Mr Bob Hull is leaving Henry Adams soon, Cllr Hardstaff will ask the new consultant if they can take the draft and turn it into a polished article. Mr. Michael Bish (Boxgrove PC) suggested their consultant Maureen Chaffe and he will provide details. Cllr Burborough said that at the recent CLC South meeting Westbourne advised that they had included some statements in their NP in regard to Travellers. She suggested checking their wording to future proof any more traveller's sites.</p>	<u>JLH</u>
<u>110/17</u>	<p><u>PARKING</u></p> <p>Cllr Burborough and Cllr McLeish have nothing further to report in regard to what type of restricted parking options there might be, including assessing what times of day / night are worse than others. There are possibilities of other options, and Mr. A. Ball said that RR would help if possible. This matter is to be on the Agenda at the next full PC meeting.</p>	<u>SB/CMcL</u>
<u>111/17</u>	<p><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING IN A FUTURE AGENDA</u></p> <p>None.</p>	

<p><u>112/17</u></p> <p><u>1</u></p> <p><u>2</u></p> <p><u>3</u></p> <p><u>4</u></p> <p><u>5</u></p> <p><u>6</u></p>	<p><u>FINANCIAL MATTERS (prepared by Mrs Cadman, Locum Responsible Financial Officer)</u></p> <p>RESOLVED:</p> <p>Receipts and payments to end Oct 2017 are approved.</p> <p>Bank Reconciliation to end Oct 2017 is approved</p> <p>Spend against budget 2017/2018 - it was noted that £5,748.96 had been spent between 1/7/17 and 31/10/17.</p> <p>Grant request by St Peters Church for Churchyard Maintenance at £700. It was Proposed by Cllr McLeish; Seconded by Cllr Hardstaff, and the Vote was all in favour.</p> <p>Grant request by Sammy Community Transport for Transport Support at £173.60. It was Proposed by Cllr Harding; Seconded by Cllr James, and the Vote was all in favour.</p> <p>Mrs Cadman had previously proposed that the Parish Council consider using a Rialtas Business Systems package, and had been asked to provide more details. The initial purchase and setup cost would be £370. The support cost for the 1st year would be £119, with ongoing annual support costs of £119. The initial contract period is 3 years. These charges include updates as necessary. This is for a single user system, and the system can be upgraded to multi user if required. The system would provide easy to produce reports including End of Year and VAT reclaim. Mrs Cadman offered to get the system set up and input all data for this Financial Year so that a complete year would be recorded and the full reports could be created as needed. RESOLUTION: Cllr Harding Proposed that this system and the suggestions be adopted and he was Seconded by Cllr Fabricius, and the Vote as all in favour. Mrs Cadman was asked to go ahead as soon as possible, and she would liaise with the Parish Clerk.</p> <p>In order to assess the Budget for 2018/19 a Finance Sub-Committee was formed consisting of Cllr Hardstaff, Cllr McLeish, the Parish Clerk and locum RFO. A meeting would be convened by the Parish Clerk so that final budget figures would be available for the next full PC meeting.</p> <p>Additionally, in order to begin detailed planning for the Village Hall, a Village Hall Sub-Committee was formed consisting of Cllr Burborough, Cllr McLeish, the Parish Clerk, and Mr Howard Horne, co-opted for this purpose. A meeting would be convened as soon as possible by the Parish Clerk.</p>	<p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>JC/LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p>
<p><u>113/17</u></p>	<p><u>EXCLUSION OF THE PUBLIC</u></p> <p>RESOLVED: That the press and public be excluded from the meeting by reason of the confidential nature of the business to be transacted.</p>	
<p><u>114/17</u></p>	<p><u>DEALING WITH LOCAL ISSUES</u></p> <p>The March School are still leaving the signs out at night on the pavements where they are a hazard to pedestrians. If this persists the matter will be taken up with the School.</p>	

	The meeting finished at 9.25pm	
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Signed.....

Chairman of Meeting

Date.....