



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 9th September 2019 at the March C of E School, Westhampnett

Present:

Parish Councillors: Cllr W P Harding (Chairman), Cllr H Horne (Vice-Chairman), Cllr J Freeman, Cllr S James and Cllr C McLeish.

The meeting was clerked by Parish Clerk, Mrs Linda F Lanham.

CDC Cllr H Potter, Mr A Ball (RR) and 11 members of the public also attended.

<u>Minute No</u>	<u>Item</u>	<u>Action</u>
172/19	<u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE</u> The Chairman opened the meeting. Apologies received from WSCC Cllr J Hunt, Cllr R Morgan, Mr M Gibb (Goodwood Aerodrome), Goodwood Estate and Mrs J Hardstaff.	
173/19	<u>DISCLOSURE OF INTERESTS</u> None.	
174/19	<u>PARISH COUNCILLOR VACANCY</u> Mr Windsor Holden said a few words describing his personal and work background, and explained that after 11 years of living in Westerton he is now in a position to give something back to the community. Cllr Harding proposed that he become a Councillor, this was seconded by Cllr Horne, and all voted in favour. Having signed the paperwork Cllr Holden joined the table with the rest of the Councillors, and was welcomed by Cllr Harding.	
175/19	<u>CONFIRM MINUTES OF THE LAST MEETINGS held on 8th July 2019 and 1st August 2019</u> <u>RESOLVED:</u> That the minutes of the meeting held on 8 th July 2019 are approved by the Council and signed by the Chairman as a true record of the meeting. Proposed by Cllr Freeman, seconded by Cllr McLeish, and all voted in favour. <u>RESOLVED:</u> That the minutes of the meeting held on 1st August 2019 are approved by the Council and signed by the Chairman as a true record of the meeting. Proposed by Cllr Horne, seconded by Cllr Harding, and all voted in favour.	
176/19	<u>MATTERS ARISING</u> None.	
177/19	<u>REPORTS FROM EXTERNAL BODIES: including District and County Councillors and local organisations.</u> WSCC Cllr J Hunt had provided a written report which was read out by the Parish Clerk: <i>The latest version of our Town and Parish News came out last week, so hopefully you have all seen that. I hope you publish this on your website because it covers some interesting issues. This month we cover the following:</i> <ul style="list-style-type: none"> • <i>Details of a budget animation programme you can view, showing some of the financial pressures we face.</i> https://www.westsussex.gov.uk/campaigns/budget-202021/ • <i>Details of a consultation running up until 1st October on our electric vehicle strategy</i> https://www.westsussex.gov.uk/education-children-and-families/your-space/electric-vehicle-strategy-consultation/ • <i>A reminder that you need to have any winter salt submissions in by 16th September (NB: already done by the Parish Clerk)</i> • <i>A new campaign called 'Mia recycles' - which is a video made by about recycling and what you can and can't recycle with Mia, a school girl from Bognor Regis as the face of the campaign.</i> https://www.westsussex.gov.uk/news/local-school-girl-fronts-new-west-sussex-recycling-campaign/ • <i>And finally, details of some of our latest campaigns, details of how to access our 'Have your say Consultation Hub' and details of how to join our "People's Panel".</i> <ul style="list-style-type: none"> • <i>The new combined cycle path/pavement along Stane Street - work is scheduled to commence in early November and are planned to run through to February. There will be a two week shut down over Christmas. Linda (the Parish Clerk) has been kept updated.</i> • <i>The proposed parking zone plans for Westhampnett are included in the overall plans for new parking zones in Chichester, so these are still in formation. I understand the overall plans for Westhampnett have been reviewed following a public consultation, but further consultation is expected during the TRO process, hopefully later this year.</i> • <i>Nothing else to report.</i> 	<u>LFL</u>

177/19
Cont.

CDC Cllr H Potter reported:

Now that the Council is a 'hung' Council with no overall control since the May elections, there are many more new Councillors voicing objections to the increased numbers of houses being written into the Local Plan Review. So much so that the Leader of the Council, Eileen Lintill, has written a letter to Robert Jenrick MP, the Minister for Housing and Communities, asking for the additional demands to be reviewed. On this same subject I have been trying to meet our MP Gillian Keegan to endorse this request but to date with no success! I am disappointed!

There are some risks attached to the progress of the Southern Gateway Project. Homes England, a supposed partner in the Project, appear not to be progressing the purchase of the Law Courts, Crown and Magistrates, from the Ministry of Justice. This fairly large area forms an intrinsic part of the whole Project. However a site has been identified for the relocation of the Bus Depot, but there is so much more to do.

I and many other motorists are very disenchanted with the regular mid-afternoon disruption of the traffic on Stane Street when the changeover of shift workers takes place. Surely Rolls Royce could introduce a one way system for exiting vehicles via Madgwick Lane. This situation appears to be worsening.

It is good news that CDC are consulting on sustainable new and improved cycle and pedestrian routes in and around Chichester

Finally, I must mention the Street Party which was held in East and North Streets, Chichester on the 22nd of August. This was presented by CDC and the Business Improvement District Team and supported by the Co Op who are about to open a new Store in East Street. I went along to have a look and found it to be very well supported with a number of interesting features and retailers' making the most of what was a beautiful sunny afternoon. The event was much appreciated by those who attended.

And that concludes my report.

In regard to the Opening Ceremony of the Community Hall, Cllr Potter advised that the Duchess is not keen on the term Dowager Duchess, and prefers to be called Duchess Susan, or Susan, Duchess of Richmond.

With regard to the Southern Gateway, Cllr Potter explained that the Buses would be garaged in Terminus Road, and they would circulate around town with no Bus Station.

In regard to the Parking Proposals Cllr Potter recommended looking at WSCC website which shows Zone U (Westhampnett).

Mr Andrew Ball (RR)

Mr Ball was thanked by the Parish Council for extending an invitation to all Councillors to attend the RR Family Day on 8th September. Mr Ball said the invitation went to all immediate neighbours as well, and he hoped to host a Neighbours event in due course. He reported:

1. Parking – this is on-going issue, and there is now a new security team member employed, who is patrolling around local streets. If the vehicle / person can be identified and they are parking against guidelines then they will be disciplined. He said it got better, then the patrols went down and it got worse.
2. Congestion at Shift Change – He has escalated this matter to the Directors as the inbuilt buffer has been eroded and that is why there are overlapping shifts. Mr Bob Holman, a resident, said did he have any idea of the chaos caused. There are motorbikes charging up Stane Street, the number of times they have complained but it is still as bad as it always was. Mr Ball said it had improved, but was not resolved; hence he is pushing it through the Board. Various ideas to resolve it were discussed by the people present including a) Exit from the Entrance by Rolls Royce roundabout, and b) Left only turn out of RR staff Entrance to go out of Westhampnett via Strettington, and Left only into the Staff Entrance from Chichester Park Hotel end of Stane Street.
3. Speeding – Mr Ball said he had received no complaints.
4. Noise – Mr Ball said he had received complaints about noise from cars and motorbikes. If identified on site they are dealt with, and if the registration number is given they are dealt with. He said some noise is within the Law, and if they are on the Highway it is difficult to deal with.
5. Late Shift – Mrs Maggie Walsh, a resident, said that at 11-30pm there was an appalling amount of noise. Mr Ball said he had asked their General Manager to stand outside the RR sign at the Entrance to act as a deterrent. Mr Ball said he talks to the Police, but they say Westhampnett is a low accident area so they won't help.
6. Parking Controls – Mr Ball explained that RR supports the proposed parking controls, and the Cycle Lane double yellow lines.
7. Deliveries Sign –Mr Ball was chasing up the sign with Mr Nigel Carter.

AB

178/19

MEMBERS' REPORTS: To receive reports from Members where not covered in agenda below.
None.

179/19	<p>UPDATE ON REQUESTS RECEIVED BY PARISH CLERK</p> <ol style="list-style-type: none"> <u>Dog-Fouling</u>: CDC Dog Warden has visited and put up extra signs. Residents commented that they thought it had not improved, in fact may have declined, and asked if Goodwood Estate would put up more signs? Also to note that the 1st Gate post into The Plantation is rotten. The Parish Clerk to action both. <u>Richmond Rd Hawthorn Tree / Phone line</u>: The Volunteers had now done this. <u>Seat on Village Green</u>: Cllr James advised that he contacted Jewson's, who advised that they have an annual community support programme and he will apply in January when it opens again. <u>Surface of FP 417 Westerton to Maudlin</u>: WSCC PROW officer Kathy Eels advised that they do not have the funds to resurface the FP, but may be able to cover the cost of the materials if Volunteers could be found to do the actual work. To be considered, to see if possible. <u>Ms Ciara Williams</u>: The Parish Clerk advised that Ms Williams has now left Goodwood, and asked if, as she had been extremely helpful to the Parish Council, an Official Thank You could be noted in the Minutes and sent to her via Goodwood. This was agreed, Clerk to action. <u>Madgwick Park</u>: Cllr Harding asked if the letter to BDW Homes had been sent yet in regard to the speed of the dumper trucks within the site, kicking up dust. The Clerk said not yet as she needed dates etc. for evidence. Cllr Harding asked if this letter could be sent. <u>Southern Water, Madgwick Lane</u>: Cllr Harding said there was the same problem on this site behind Old Place with dust kicking up and noise. Is this issue included in the Planning Conditions? He asked the Clerk to write to Southern Water. <u>Post Box on Madgwick Lane</u>: Cllr Harding asked if the requested post box serving Madgwick Lane had been progressed, the Clerk said it was on the back burner at present. Mr Blanchard mentioned that the collection times for the post box at the corner of Stane Street and Claypit Lane had changed to 7am Monday to Friday, and 9am on Saturday. 	<p><u>LFL</u></p> <p><u>SJ</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p>
180/19	<p>PLANNING MATTERS</p> <p><u>Cllr Harding gave an update on Planning Applications since the last meeting on 8th July 2019:</u></p> <p><u>New Planning Applications:</u></p> <p>Week 32 07/08/2019 WH/19/01915/DOM - Case Officer: Maria Tomlinson Mr And Mrs Scott</p> <p>8 Vespasian Close Westhampnett PO18 0FS Erection of single storey rear extension and alterations and additions to existing g O.S. Grid Ref. 488613/106282</p> <p>Subsequently Withdrawn.</p> <p>Decisions: WH/19/01546/FUL - Case Officer: James Gelling Mrs Pam Clingan Land To South Of Madgwick Lane Westhampnett Chichester West Sussex Temporary residency for 5 years provision of static mobile home. O.S. Grid Ref. 488059/106435 Permitted 20/08/19</p> <p>WH/19/01406/FUL - Case Officer: Kayleigh Taylor Rolls-Royce Motor Cars Ltd Rolls Royce Motor Cars The Drive Westhampnett Chichester Infill extension to provide additional floor space and associated works. O.S. Grid Ref. 488512/106717 Permitted 31/07/19</p> <p>WH/19/01378/FUL - Case Officer: Vicki Baker Mr Mark Rogers Rolls Royce Motor Cars The Drive Westhampnett PO18 0SH Ground floor extension to house electrical switch gear. O.S. Grid Ref. 488512/106717 Permitted 24/07/19</p>	

180/19 Cont.	<p>WH/19/00989/FUL - Case Officer: Maria Tomlinson</p> <p>Mr & Mrs Holman Ash Keys 25 Stain Street Tile makers Close Westhampnett Erection of 1 no. 3 bed dwelling with detached garage to the rear of existing property. O.S. Grid Ref. 488379/106190</p> <p>Permitted 24/07/19</p> <p>SDNP/19/01955/FUL - Case Officer: Heather Lealan SDNPA Minerals and Waste The Goodwood Estate Company Limited Valdoe Quarry, Kennel Hill Road, Goodwood, Chichester, West Sussex Use of land for open storage (defined area) within retained earth bunds to comprise the final stage of site restoration</p> <p>Permitted 26/07/19</p> <p><u>Revision of The Hollies Planning Application also reviewed.</u></p>	
181/19	<p><u>NEIGHBOURHOOD PLAN UPDATE / LOCAL PLAN UPDATE TO 2035:</u> To be noted that there has been no progress, still pending action.</p>	<u>LFL</u>
182/19	<p><u>COMMUNITY HALL</u></p> <ol style="list-style-type: none"> <u>Update on Build / Completion:</u> Cllr Horne reported that the building is finished, with only small items being done. It is hoped to open for hire in October. <u>Finances of the Build:</u> The Parish Clerk advised that it will cost approx. £650k overall. Cllr Horne reported that someone has thrown a stone at the Triangular window, which has broken the outside sheet. He will supply the Parish Clerk with photos. The contractors are getting a quote from the glass suppliers, which will include the cost of removing the broken window and replacing it with a new one. The question of "How can we deter people" was raised and it was suggested that suitable signage is put up. <u>Management Committee:</u> Cllr Horne advised that this comprises himself, Cllr Freeman, Vikki Hibbert, David Thomas and Martin Woolf. He also has volunteers to help run the Hall. The key-holders are to be Cllr Horne, Cllr Freeman and Vikki Hibbert. <u>Policies and Procedures:</u> Cllr Freeman advised that a lot of these had been done, with help regarding examples from ACRE and WSCC for Safeguarding. Cllr Freeman will provide the PC with a full list, and left to do is the Environment Policy, Complaints Procedure, Health & Safety and Fire Risk Assessment, plus Mission Statement. Cllr Freeman is to attend the SSLAC Training on 19th September on H & S and Risk Assessment. <u>Bookings:</u> Cllr Horne reported that there were several already, and a firm opening date is needed. <u>Finances Day to Day:</u> Cllr Horne advised that <u>Hire rates</u> would be £20/hr, with 10% discount for locals/regulars, and for the first 2 months the cost would be 50% of normal charge, with full charge from January 2020. Mr Andrew Ball offered to promote the Hall at RR which was accepted. Cllr Horne advised there is to be a <u>Meeting on Wednesday for IT</u> in order to have bookings and payments online. A card reader would be needed for the Café, as there would not be much cash, mostly contactless. Cllr Horne advised that a <u>Bank Account</u> had been opened at Lloyds Bank with signatories being Cllr Horne, Cllr Freeman and Vikki Hibbert. All income to go into the Lloyds Bank account and reported at each PC Meeting. The running costs would also be paid out of this Lloyds Bank account, and he would need £20k to start it up. There followed a short discussion on this matter, and it was agreed that the whole Council should be invited to a Management Committee meeting to discuss the details. Cllr Horne to arrange this meeting. <u>Opening Ceremony 30th November:</u> Cllr Horne reported that RR had kindly agreed to pay for the Brass Plaque, the Honours Board, a buffet and drinks. The PC thanked RR for this. The details of the opening ceremony to be discussed at the meeting as per Item 6 above. <u>Any other items:</u> a) Mr Andrew Blanchard, a resident, said he had previously commented on the fact that the contractors appeared not to be working, and now, suddenly, it is finished. He would like to take back that part of what he said! b) Cllr Horne explained that there are no steps leading from the parking area and that it would be necessary to put some in. The Chairman said this is noted, but leave for now. <p>Mr Ball left at 8-20pm, during Item 182/19 6, and Cllr Potter left at 8-30pm.</p>	<p><u>HH</u></p> <p><u>JF</u></p> <p><u>AB</u></p> <p><u>HH</u></p> <p><u>HH</u></p>
183/19	<p><u>VISIBLE "ENTRANCE" TO EACH PART OF THE PARISH – PERHAPS MARK BY WHITE GATES ON THE VERGE?</u> To discuss the proposal first suggested by a resident, and then investigated by Cllr Morgan.</p> <p>The Parish Clerk read out some of the notes from Cllr Morgan. Cllr McLeish said it was a good idea, a view shared by Mrs Gillian Kennet, a resident, and others. Cllr Harding said he thought it would be good for both ends of Stane Street, but not Madgwick Lane. Cllr James suggesting getting some costings and Cllr Freeman agreed. Cllr Holden said that the village would be identified, and Cllr Harding agreed that Westerton would be a good place. It was suggested that Councillors should look at the settlement area in order to define where would be suitable. It was agreed that this project should proceed to the next stage and that Cllr Morgan be asked to prepare a proposal showing the positions, design, obtain costings, funding etc. (NB: The Parish Clerk has a couple of ideas for funding).</p>	<u>RM/ALL</u>

184/19	PARKING IN STANE STREET BY COMMERCIAL VEHICLES Cllr Freeman advised that she had raised this issue as she lives in Tilemakers, and there are often Transit vans parked in Stane Street and it is very difficult to see to get out of her Close. Cllr James said that it was bad for people getting out of The Grange. It is hoped that both of these issues will be resolved when the cycle path is done later this year with double yellow lines along that part of Stane Street. No further action is needed at present.	
185/19	VILLAGE GREEN The Parish Clerk reported: 1. The <u>weekly grass cutting</u> has made a difference with the grass much improved. 2. The <u>Village Green sign</u> is outstanding. 3. There appears to be <u>2 dead trees</u> , not 1 –still to be reported to Bellway. 4. <u>Dog signs costs</u> still to be recovered from Bellway. 5. <u>Bumpy surface of the Village Green grass</u> – advice has been asked from the grass cutting contractors, and they have reservations about the previously suggested Autumn chain harrowing. It could be that would just dislodge the stones on the surface, and then stone picking would be needed. He suggested topsoil filling any of the low/bare areas and seeding. Mr Bob Holman, a resident, said that harrowing may help, and rolling may be better. He added it may need to be sprayed for weeds as well. He said rolling should be done in the Spring (March/April when ground is wet) not Autumn. Mr Derek Marlow, a resident, said there was the same problem on Roman Walk as the landscaped areas have problems and he offered suggestions to rectify. This matter needs further investigation. 6. <u>Bumpy surface of the Play Area</u> – Mr Andrew Blanchard, a resident, suggested top-soiling in sections over a year to improve it. This matter needs further investigation, and he would look into costs for this. 7. <u>Rings to clip dogs onto</u> – The Parish Clerk had looked into this, and there is a small cost involved. However, it is unclear if this is really needed, and she will check again with Mrs Ros Craven to ensure the issue is fully understood.	<u>LFL</u> <u>LFL</u> <u>LFL</u> <u>LFL</u> <u>LFL/</u> <u>AB</u> <u>LFL</u>
186/19	FOOTPATH BETWEEN MADGWICK PARK AND THE CHURCH Further to the meeting between The Church, The Parish Clerk and the Landowner in late May, the requested location details have not been received from BarrattDavidWilson Homes. The Parish Clerk has been struggling to get a reply, and will chase up again.	<u>LFL</u>
187/19	ALLOTMENTS A group needs to be formed to action this matter.	<u>LFL</u>
188/19	COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA None.	
189/19	PARISH FINANCIAL MATTERS 1. <u>To approve the Accounts up to 31st August 2019</u> The Community Hall Account spreadsheet had been previously circulated to the Councillors. The Hall has so far cost £586k, and there should be sufficient funds to complete the Build. The Current Account payments and receipts spreadsheet had also been previously circulated to the Councillors. The bank account and NS&I account both balance to the income and expenditure so far this year. The accounts were approved. 2. <u>To review the requested grant from St Peters Church for the upkeep of the Churchyard</u> The written request was reviewed, and Cllr Harding proposed that a grant of £800 be made. This was seconded by Cllr Holden, and all voted in favour. The Parish Clerk to action.	<u>LFL</u>
190/19	CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS None.	
191/19	DEALING WITH LOCAL ISSUES 1. Mr Andrew Blanchard, a resident, remarked that Fordwater Road is done, not bad now. 2. Mrs Jean Hardstaff, a resident, advised that the brambles need cutting back along the Footpaths Westerton to Maudlin, and Westerton to Rolls Royce. The Parish Clerk chasing up both of these. 3. Mrs Jean Hardstaff advised that the fingerpost on the junction of Westerton/Maudlin Footpath is still lying on the ground. The Parish Clerk had previously advised PROW team, but will ask Goodwood if they can re-erect it. 4. Mrs Jean Hardstaff advised the gate post nearest to RR, leading into the Plantation, is rotten and needs replacing. 5. Mrs Jean Hardstaff sent a suggestion in regard to Sloe Fair in October, and the parking of the vehicles. Last year the vehicles were blocking the footpath / cycleway. The details were read out by the Parish Clerk – ie. To cone off the inside lane of the dual carriageway from McDonalds to the Chichester Park Hotel to provide a temporary parking area. The Councillors discussed this and asked the Clerk to write to WSCC / CDC.	<u>LFL</u> <u>LFL</u> <u>LFL</u> <u>LFL</u>
192/19	QUESTIONS BY THE PUBLIC None.	
193/19	DATE OF NEXT FULL PARISH COUNCIL MEETING: 14th OCTOBER 2019 Noted.	<u>LFL</u>
194/19	CLOSE MEETING The meeting closed at 9.07pm.	

Signed.....

Date.....

Chairman of Meeting