

AGREED Minutes of the Full Parish Council Meeting held at 7pm on Wednesday 28th September 2022

Present: Cllr Rebecca Trowell; Cllr Tony Marshall (TM); Cllr Peter Williams (PW), Cllr Barry Shrimpton (BS); Cllr Jeremy Hunt (JH WSCC); Cllr Henry Potter (HP CDC) 2 members of the public also attended.

Agenda Item 1 - Apologies for Absence - GZ, RM, NH-B

Agenda Item 2 – Chair Update and Recruitment

DH has resigned with immediate effect due to ill health. During her time as Chairman, she was involved with all our major projects and was instrumental in driving these forward. She had a huge impact whilst she was part of the council and will be greatly missed, our best wishes go out to her at this difficult time. GZ has agreed to caretake the role of Chairman until the election in April. Two people have expressed an interest in joining the council. Matt Chesshire and Tracy Bird. TM also suggested Val Tapley from Charlton, he will approach her to see if she is interested. Matt has indicated that he would join at the November Parish Council Meeting and Tracy Bird after Christmas.

Agenda Item 3 – Declaration of Interests/ Dispensation Requests

To receive Declarations of Interest in respect of matters contained in this Agenda, in accordance with the provisions of the Localism Act 2011 in respect of Members and in accordance with the provisions of the Local Government Act 1972 in respect of Officers.

 $\label{thm:consider} \textbf{To consider any Dispensation Requests received by the Clerk not previously considered.}$

Regular declarations – Members Interests: **Agenda Item 4 - Minutes of the last Parish Council Meeting** – to approve as a correct record the Minutes of the Parish Council Meeting held on Wednesday 20th July 2022, It was **Resolved** that the minutes were agreed, proposed by BS, seconded by PW and signed by RT.

Agenda Item 5 - County Councillor Report – Mr Jeremy Hunt, Chichester North Division – WSCC WSCC, like many others - both businesses and individuals - is being impacted by increasing inflation, which will be a real challenge over the coming months. This will obviously impact on our in-year budget, as well as our Medium Term Financial Strategy over the next four years. Of particular concern is the continuing pressure on our social services, with placement costs for both looked after children and for adults of all ages who are in need of support, getting ever more expensive. Of course, we are also in limbo regarding what our government funding levels are likely to be going into next year. Despite the new Chancellor's 'fiscal event' last Friday there was no reference to LA funding, but hopefully we will get some indication before too long. Back in June, before Boris Johnson resigned, Michael Gove had announced a two-year settlement, which was welcomed. However, that is now very unlikely to happen, so we wait to see what happens going forward. JH reported that WSCC are in a reasonably sound position, however, social care is the big concern particularly with regard to the government white paper which suggests there should be a leveling up of care fees.

We realise that our residents across the county are understandably worried about the increasing cost of living pressures. Those pressures have been relieved slightly by the government introducing a fuel cap, which was obviously welcomed by both households and businesses alike. Also, to help households with the cost of increased gas and electricity, there is a one of £400 grant. There are also a number of other grants available to support people across the board, particularly those who are paid disability benefits or are on low incomes. To check these out there is a useful government website at: https://helpforhouseholds.campaign.gov.uk/ Whilst we have no additional resources to directly help individuals or households address these cost of living pressures - and we are expecting our own financial challenges with additional cost pressures across many of our services - we will however be supporting residents by providing information, advice and support across a wide range of issues through either our libraries (https://www.westsussex.gov.uk/libraries/contact-the-library-service/) - which are open six days a week - or through our community hub (https://www.westsussex.gov.uk/fire-emergencies-andcrime/coronavirus-covid-19-information/advice-and-support/community-hub/ or call 033 022 27980) which is open seven days a week. JH reported that there was a need for the community spirit shown during Covid to be repeated. Some councils are providing Warm Hubs for their communities. There was a discussion about how we could help our vulnerable parishioners and whether we should extend the vulnerable list. As the Parish Council don't have responsibility for any buildings, it was agreed that a discussion should take place with the Village Hall. BS asked for any information that is available on Warm Hubs that have already been set up. VN will try and obtain information and forward to BS who will pass to Julie who is on the Village Hall Committee. VN will investigate UK Harvest to see if there is any opportunity to provide food for the parishioners at a local venue. TM raised the empty building that was the café, however, this is owned by a private individual and we have no knowledge of her plans for the building. JH mentioned that there will be a press release giving information where people can obtain help from, this will be posted on the parish noticeboards.

Despite our financial challenges, our teams continue to deliver excellent services. Early in August we published our **Annual Report 2021 - 2022** and this can be found at; www.westsussex.gov.uk/media/17711/annual_report_2021-22.pdf and I urge you to take a look. The report shows that the County council has made significant developments throughout the year but recognises that there is still more to do on our improvement journey. Some key highlights include:

76,477 people supported by the Community Hub during the pandemic 3,355 Safe and Well Fire Service visits to homes to improve fire safety 2,385 enterprises supported to start, revive, innovate and grow 650 road improvement schemes delivered 16.3km of cycleways created 88.8% of schools rated Good or Outstanding by Ofsted 5.81m uses of our libraries' digital and virtual services by residents

10% reduction in CO2 emissions produced by County Council activities from 2019/20 11% reduction of operational property to help make best use of resources and deliver more effective services

In his foreword, Council Leader Paul Marshall said: "The past year has been one of real progress for West Sussex County Council as we continued on our improvement journey while delivery vital services for our communities".

In July the WSCC school meals team won the **Catering Business of the Year 2022 award**, beating multi-million-pound private caterers. The Council's small team of around 45 Cook Supervisors, Catering Assistants and Officers fought off competition from other councils and private caterers with huge resources to scoop the top prize at the LACA Awards for Excellence. John Figgins, the Council's head of catering, who was also shortlisted for an individual prize, said:"Awards like these shine a light on a group

of people that are so dedicated and hard-working, a team that have a 'let's get it done' attitude, who just want to do the best by the children they feed in school, always finding solutions to keep the meals healthy and sustainable."

Local Issues:

I know that people are often vexed about various roadworks popping up in their parishes. Last month CC Members had a briefing session from our Streetworks Team which was very illuminating. We all just look at the annoying roadworks that pop up in our neighbourhood, but it isn't until you see the whole picture across the county that you realise just how complicated this whole process is. I won't go into all the details, but do you know how many street works permit applications we processed between July 2021 and July 2022 - ?? (I'll tell you on the night!!) It certainly keeps the team busy! JH reported that there were 57,000 applications of which 30,000 were highways and pavements, byways etc.

Just a reminder that from Saturday 1st October the Westhampnett Amenity site changes to Winter opening times. The site will be open from 9am to 4pm daily, except Tuesdays when it is closed all day. A good piece of news is that the Westhampnett - together with a number of our other sites - can now accept hard plastic items for recycling - such as plastic chairs, boxes, pipes, toys and children's slides. Finally, please don't forget to keep an eye on our website, especially our news and campaigns page where you can keep up to date with all our latest news. https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/

Agenda Item 6 - District Councillor Report - Mr Henry Potter, Goodwood Ward

First of all I'd like to say how sorry I was to learn of Debbie Harwoods illness, and I wish her a successful recovery. It seems nobody is immune from this awful disease.

On Friday 15th July, a while ago now but worth a mention, I attended a online 'Workshop' held by Southern Water when they opened a consultation period to engage with their customers. They admit without reservation their poor track record and proposed many measures they will be pursuing in the future.

First of all, with a estimated population growth of 7%, which I believe to be a UNDER estimate, by 2040, the South East of England will see a SHORTFALL in water supply of 1 billion litres per day. Unless we all take steps to reduce our water consumption considerably, we could be in a serious situation, though this is less likely to affect us as our water is supplied by Portsmouth Water. However, PW do export and sell water extracted from the Lavant Valley to Southern Water so in the long term this could affect Chichester District. At least SW are now considering a de-salination plant at Littlehampton but that could be as late as 2040, 18 years hence. They also expect by 2050 to reduce to zero!! storm water overflows of the networks. Some slight comfort for residents in the district but within 28years?? They have recently started to line leaking laterals which cause so many problems in the Lavant Valley Villages when the water table is high.

There will be more on this as the consultation concludes.

Residents may have read in the local paper that Diane Shepherd, our CEO has written a bid for £13.7 million from the Governments 'Levelling Up Fund' towards much needed improvements in the City. These include improved facilities for some of the old buildings in Priory Park, one of which is the neglected historic cricket pavilion, the public toilets are in need of a complete re fit and provision of disabled toilets and a much-needed uplift to the Children's Play Area. There has also been much interest in creating an attractive 'Park' area in West Street along the length from the now empty Morants / Army and Navy Store to the Cross with tree planting and flower beds. Also, there are plans to make the northern gyratory around Metro House and the Fire Station a more user-friendly area for pedestrians and cyclists. These proposals have been agreed with other Party Members and Cllr. Adrian Moss the opposition leader has given his full backing to this bid. I will add that the reconstruction of the northern gyratory is a feature of the Chichester Vision document for consideration in the future which was drawn up along with the Southern Gateway Project 4-5 years ago. More of this later in the year when bids are considered and awarded.

As part of the ongoing Local Plan Review, the Planning Officers asked for Members comments on the various Policies contained in the 2015 adopted Local Plan and the updated policies have just been produced in a document of 162!! Pages.

This update will form a major part of the NP Review which is now nearing completion and should soon be available for the statuary 6-week Public Consultation. It is such a lengthy tome I haven't thoroughly read and digested it yet, but there are several policies in need of change, particularly one concerning second homes in the Plan Area.! More on this later.

On Tuesday the Council should agree a recommendation from Cabinet to continue the support funding for the District Community Warden service to be match funded by participating Parish Councils. These include Selsey, Tangmere, Chichester East and Wick, Chichester West and the Wittering's. These are areas of above average deprivation in the district and the service works well dealing with ASB and domestic issues. They will also expect to agree funding of £288,750 towards the cost of a all-weather playing surface at Oakland's Park Football facility. This funding will be dependent on the considerable balance of the project cost coming from the Football League.

Locally, I've been copied into the correspondence regarding the antisocial behaviour of the tenant of the old mill building in Charlton. I find it alarming that this continues despite Goodwood Estate being aware of it and the involvement of the Police. I wonder if the Duke of Richmond has been made aware of it, if not he should. It's not good for the Goodwood "image" HP reported that the tenant has now been issued with an eviction order and has to leave the premises by April.

Agenda Item 7

Public Open Forum – 15 minutes is allowed for the public to ask questions relating to this agenda or matters affecting the Parish.

A MOP raised the damaged Singleton sign at Charlton end of the village. The sign is laying against the bushes and needs to be reinstated. VN will post the problem on 'Love West Sussex', requesting that this gets dealt with.

Agenda Item 8 - Council Matters

Insurance – It was unanimously agreed to accept the quote from BHIB, the cover is provided by Aviva.

Agenda Item 9 - Village Matters

WI – Extra Item not on the agenda. The Federation would like to provide a tree to be planted in Singleton to commemorate Queen Elizabeth's Jubilee Year, this would be supplied in November/December. It was agreed that we would accept the kind offer of a tree, however, the planting position and type of tree will be agreed at a later date. JH pointed out that we would need a licence if it were to be planted on Highways land.

Accessibility Project – RT referred to her report which has been circulated. She reported that our application for CIL money has been refused, however the new round of funding opens on 1st October. RT received an email giving information on why the application was refused, however, she has not had the opportunity to read and digest the information. We will submit another application but need to gather more information to understand how our application needs to be re-structured. HP will investigate why our application was refused. Given that we have already raised 50% of funding from Rees Jefferys, we will re-visit the quote and request that it be broken down into phases, so that it can be explored as to whether we could start work on some of the project. JH advised that we would require a licence from Highways to begin work as the land is owned by WSCC, he will speak to Highways to find out how we apply for the licence

Playground Project – RT reported that the money has been raised for Phase 1 and the swings, basketball structure and sports wall will be installed week commencing 7^{th} November. BS confirmed that work had commenced on the removal of the old swings. However, help is required to remove the underground structure and the safety matting. VN agreed to contact John Holt to see if he could help. RT reported that fundraising is required to install the track around three sides of The Glebe Field. This will cost £31,000, we have already raised £18,500 and £1,420 on our JustGiving site. Once we have raised £5,000 on JustGiving a private donor has offered to provide march funding of £5,000. Therefore, we would then only need £2,500 to reach our goal. RT asked the council if they would be willing to approve approaching IGas for the funds

to complete the project. TM asked at what stage all the information about the project would be available. There was a discussion about this, where information was given about presentations that have taken place, door drops, articles in the Valley Diary and the presentation at the AGM where all councillors were asked to vote on the project and it was unanimously agreed to proceed. TM still raised concerns that the whole parish had not been given enough opportunity to ask questions and comment on the plans. He requested a diagram of the planned track and information on similar projects in the local area. VN and RT will provide this information. BS mentioned that he had expressed concern to DH when he joined the council but didn't pursue this as the project was well under way. It was agreed to hold another community meeting to outline the plans.

Maintenance – Village Clear Up

There was a discussion about whether to hold a village clear up now or in the Spring, it was agreed to postpone until the Spring. However, BS and PW will look at gulley's and drains in the villages. TM expressed the fact that he didn't understand the problem of weeds in the villages, BS offered to walk the areas of concern with him. It was agreed that weed killer would not be used. BS will contact The Partridge about weeds around the perimeter walls as this is an area of particular concern. JH suggested that if there was a problem with drains on the main road this could be reported on 'Love West Sussex', we would need to supply photo's.

Pond – There is a meeting arranged with Sussex Wildlife, following that meeting, there will be a decision taken as to whether volunteers are needed or whether BS and PW can deal with what needs doing. **Charlton Notice Board** - self bonding material has been applied, some further maintenance required to strengthen the board.

BS also raised the idea about planting some wildflower areas in the villages. Itchenor have offered to share their experiences and expertise. BS will report back at the next Parish Council Meeting.

Weald and Downland Christmas Market – the number of visitors will be increased by approx. 2,000 this year, Park and Ride will be in place. RT asked if we should request cones for the village this year. It was agreed that she will request cones for the hot spots in the village.

Heritage Boards – donations have been received from some local businesses and stake holders. It has been suggested that not all businesses in the parish have been given the opportunity to donate. There was a discussion about approaching other businesses to avoid any discrimination. It was agreed to put a piece in the next Valley Diary giving all businesses the opportunity to contribute. The boards will give local history information and a QR code which will link with the Parish Council website where sponsors will be listed. It was agreed to proceed with the Heritage Boards and develop the website page once we have given time for people to respond to the Valley Diary entry.

Agenda Item 10 - Finance

Finance Balance in Current Account (27/09/22) Not including Reserves below - £12,236.30

Playground Reserves held in Current Account - £12,320.88

Accessibility Project Reserves held in Current Account - £5,500.00

Heritage Board Reserves held in Current Account - £1,300.00

Total in Current Account - 33,357.38

Balance in Savings Account (18/07/22) – £7,003.00

Money Received Sussex Martyrs - £2,000.00 (included in the above figures)

VAT Not Claimed - £3,338.07

Agenda Item 10 - Planning

Reports have been circulated, posted on the notice boards and website.

Meeting Closed – 20.45

Confirmed that these minutes are a true and accurate record of the meeting

Signed: GRAHAM ZACHARIAS
Name & Position: VICE CHAIRMAN

Date: