



## **AGREED Minutes of the Parish Council Meeting held at 7pm on Monday 14<sup>th</sup> July 2025**

<p><b>Present:</b> Cllr Deborah Harwood (Chairman) (DH); Cllr Jeremy Rigby (JR); Cllr Karen Nash (KN); Jasmine Hathaway (JMH); Cllr Mark Rawlings-Smith (MRS); 1 member of the public also attended.</p>	
<p><b>Agenda Item 1 – Apologies for Absence –</b> TM, GZ, JH, HP</p>	
<p><b>Agenda Item 2 – Appointment of Vice Chairman –</b> DH proposed that Mark Rawlings-Smith be appointed Vice Chairman, this was unanimously agreed by all councillors.</p>	
<p><b>Agenda Item 3 – Co-Option of Three New Councillors –</b> Stuart Staples, Alan Higginson and Philip Maber have applied to join the parish council. Each applicant prepared a short presentation about themselves, their interests and what they feel they can bring to the council. This was circulated prior to this meeting. It was proposed by DH and seconded by JR that all three applicants be co-opted onto the council. The proposal was agreed by all councillors and all three were co-opted onto the council immediately.</p>	
<p><b>Agenda Item 4 – Declaration of Interests/ Dispensation Requests -</b> There were no declarations of interest or dispensation requests.</p>	
<p><b>Agenda Item 5 - Minutes of the last Parish Council Meeting –</b> to approve as a correct record the Minutes of the Annual Parish Council Meeting and the Annual Parish Meeting held on Monday 19th May 2025. It was <b>Resolved that</b> that the minutes were correct, all councillors agreed, DH signed the minutes.</p>	
<p><b>Agenda Item 6 – Chairmans Report –</b> DH welcomed the three new councillors, VN will send dates for the WSALC online training. DH reported that Graham Zacharias has resigned after years of brilliant service, he stepped up as chairman when she was diagnosed with cancer and proved to be an exceptional chairman, she thanked him for all his hard work and guidance to the parish council, he will be greatly missed. DH also gave a huge thank you to JMH and all the helpers for a wonderful village party, a special thank you to Vaughan Smedley and Peter Boyle for slaving over the BBQ's for hours. Also, thank you to Andrew Griffith, Jeremy Hunt and Henry Potter for taking the time to attend the party. The parish council are no longer involved with the Henry Smith Charity it is now being run by a team of parishioners including Rev Sarah. Details of how to apply for help from this charity are in the Valley Diary, so please, if you are struggling or need help do apply. All parish councillors are now required to have a gov.uk email address, VN will be organising this and will be in touch with all councillors once this has been completed. VN is also preparing a list of maintenance work that needs to be carried out, please can councillors email her with any areas that need attention. DH asked that in future can all councillors arrive at parish council meetings 10-15 mins before the start time to help set up the room. JH is unable to attend the meeting today but provided a short report which DH read out. It was proposed that the bi-monthly parish council meetings be moved to the third Wednesday of the month, as Mondays are difficult for JH and he is an important member of our meetings, this was agreed.</p>	

**Agenda Item 7 - County Councillor Report – Mr Jeremy Hunt, Chichester North Division WSCC**

JH was unable to attend the meeting due to a prior engagement. He provided this update. The only local update is around the implementation of the Charlton 20mph and Tony has all the info on this. It has now been confirmed that the start date is the 21<sup>st</sup> July.

A resident of Singleton has been requesting a bus shelter opposite the Lavant Road surgery, as many of your residents obviously attend this surgery. A number attend by bus, including this resident, and it can be very cold and wet standing around in the winter. WSCC have given their approval in principle, and it is now in the hands of Chichester City Council who are responsible for agreeing to fund and erect it. This is ongoing.

Lastly, I would like to give my thanks to the Chairman and the committee – including yourself of course – to the very kind invitation to your village day last month. It was a most enjoyable afternoon.

**Agenda Item 8 – District Councillor Report – Henry Potter, Goodwood Ward**

Henry Potter was unable to attend the meeting but provided the report below.

Devolution:

Included in the government White Paper on devolution is giving devolved Authorities the power to transfer public assets to private bodies. To this end the Council have agreed an Assets Transfer Policy, there has already been interest shown to acquire some of these public assets. Subsequently it was agreed to set aside £30,000 to engage specialist assessment and valuation personnel to consider the Transfer of Pallant House Gallery out of the Councils ownership. Should this transfer not take place the findings will be used in any other interest in the Gallery.

The Councils assets are vast and include Industrial Sites, leisure centres. Shops and offices and the Contact Services Works Depot at Westhampnett to name just a few. The total value of the Councils assets is £113 million bringing in annual revenue of £3 million which helps towards the annual Council Budget.

Last week on the 1st July, the Councils Overview and Scrutiny Committee met to receive the Chairs annual report and to review the 2025/26 work programme. It has become practice at these meetings for each Cabinet Member in turn to attend and expand on their portfolios and answer questions from the committee Members. In December '24 it was the turn of Adrian Moss the leader of the Council, in March this year Tracie Bangert, portfolio holder for Communities and Wellbeing and at the meeting last week Jonathan Brown, the deputy leader and portfolio holder for Environment. this was a poignant attendance because on the Agenda was the consideration and scrutinisation of the 2025-30 Climate Emergency Action Plan which has just been published. The Council declared a Climate Emergency in 2019 and its primary aim is to reduce emissions to Net Zero by 2040!! Net Zero is the amount of greenhouse gases released to the atmosphere is balanced by the amount that are removed or captured. There appears to be no consideration that the atmosphere is constantly changing as the earth rotates each 24 hours, this I find confusing whilst other nations choose to do nothing. This drive to net zero is also very costly with subsidies for renewable energy production adding to our energy bills. The Council is also considering transferring fuel for our vehicles to Hydrogenated Fuel Oil to power vehicles as well as the acquisition of EV's though we've reached capacity so far, as the electrical infrastructure at the Depot will need extremely costly upgrading which at present is not an option. The additional cost of this HFO will be close to £85,000 per annum which, as I said, don't come cheap! The greatest emissions come from the household waste collection vehicles being currently 1,300 tonnes of greenhouse gases per annum, this can only worsen as more housing means more people, more waste and therefore more dust carts! but compared with emissions in the A27 corridor, they are minimal. Are we doing the right thing spending considerable sums of taxpayers money chasing an unachievable goal. I wonder!

At the forthcoming Full Council Meeting on 15th July approval is sought to release funds to refurbish a further eight public conveniences across the District, these are located at Bracklesham, Petworth, 2 in Selsey, Northgate Car Park, Avenue de Chartres car park, West and East Witterings. This follows on

<p>from the refurbishment of the Tower Street conveniences in the City which was done to a very high 21st century standard even though there was much public criticism for demolishing the below standard toilets in Tower Street. Finally, the opening of the Centurion Way from West Dean eastwards is moving a bit closer, the stretch from the east end of the controversial West Dean tunnel through the Station and on to the Singleton bridge is expected to be opened in August. Users will Still Have to use the pavement between the Motor Road and the West Dean bio mass boiler facility where you will scale a ramp back up onto the railway track. There is a plan to eliminate the need to use the unsafe stretch pavement in the not too distant future.</p>	
<p><b>Agenda Item 9 – Public Open Forum</b></p> <p>There was a discussion about the new trees by The Leys parking area, they are suffering from lack of water. JMH offered to water the trees with the help of her son. It was also agreed to ask Southern Water to provide a couple of water butts connected to the village hall downpipe so that there would be accessible water. An MOP raised the fact that there was a considerable increase in the number of helicopters passing over Charlton and Singleton during the Festival of Speed, this also included sightseeing tours. DH is having a meeting with Dan Garlick about this issue. In the past the flight paths were such that the activity was spread across an number of different flight paths and for some reason this was changed this year. There were also the traffic issues by Bankside, there was a discussion about possible solutions, one of which was to close Knights Hill and residents have a pass to use the road, however, it was agreed that this would affect the local pubs if access wasn't available. It was also suggested that perhaps Goodwood could give a donation to the parish council as a gesture to acknowledge the inconvenience of FOS and Revival, the suggestion is that this could fund the Village Party so that all residents could benefit from it. DH will discuss this at the meeting with Dan Garlick. With regard to the Village Party, the feeling was that this should be an annual event providing we have the money to fund it.</p>	
<p><b>Agenda Item 10 - Council Matters–</b></p> <p><b>Devolution</b> – JMH provided a report which was circulated prior to the meeting. The subject of Asset Transfer was raised and it was agreed that VN would obtain a list of any assets for Singleton and Charlton that could be considered for transfer.</p> <p><b>Singleton Oil Field and Environment Agency</b> – JMH attended the SDNP Planning Meeting where the application from Singleton Oil Field for a below ground cable to be installed to export electricity generated on site was discussed, the application was approved. DH proposed and it was agreed that a sub-committee would be formed with JH as the chair. This committee will look into the environmental risks of the oil field and the environmental impact. It was also agreed to keep Andrew Griffith in the loop. A more detailed report of the meeting is enclosed with these minutes.</p> <p><b>Policies</b> – Approve amended Standing Orders and Financial Regulations, these have been circulated prior to the meeting. JR proposed acceptance of these policies and KN seconded, all councillors agreed.</p>	
<p><b>Meeting Closed – 20.10</b></p>	
<p><b>Confirmed that these minutes are a true and accurate record of the meeting.</b></p> <p>Signed: DEBORAH HARWOOD  Name &amp; Position: CHAIRMAN  Date:</p>	