



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 14th May 2018 at the March C of E School, Westhampnett

Present:

Parish Councillors: Cllr W P Harding (Chairman), Cllr S Burborough, Cllr P Clingan, Cllr R Fabricius, Cllr S James, and Cllr C McLeish.

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

CDC Cllr M Hall, PS Price, Mr Mark Gibb (Goodwood Aerodrome), Ms Ciara Williams (Goodwood Estate) and 10 members of the public also attended.

49/18	<u>ELECTION OF CHAIRMAN FOR 2018/19:</u> Cllr James proposed, and Cllr Fabricius seconded that Cllr Harding be elected as Chairman for the forthcoming year. Cllr Harding agreed to continue, and all voted in favour.	<u>LFL</u>
50/18	<u>DECLARATION OF ACCEPTANCE OF OFFICE:</u> Cllr Harding completed the Declaration of Acceptance of Office.	<u>LFL</u>
51/18	<u>ELECTION OF VICE-CHAIRMAN FOR 2018/19:</u> Cllr Harding proposed, and Cllr McLeish seconded that Cllr Hardstaff be elected as Vice-Chairman for the forthcoming year. Cllr Hardstaff was absent; however she had previously indicated that she would continue if required. All voted in favour. Cllr Hardstaff will need to complete the Declaration of Acceptance of Office, Clerk to action.	<u>LFL</u>
52/18	<u>OPEN THE MEETING & TAKE APOLOGIES FOR ABSENCE:</u> The Chairman opened the meeting, welcoming all. Apologies were received from Cllr J L Hardstaff (Vice-Chairman) and Mr Andrew Ball (Rolls Royce Motor Cars Ltd). WSCC Cllr J Hunt advised he would arrive later as attending another meeting first.	<u>WPH</u>
53/18	<u>DISCLOSURE OF INTERESTS:</u> None	<u>WPH</u>
54/18	<u>CONFIRM MINUTES OF THE LAST MEETING</u> held on 12 th March 2018 – see Appendix 1 <u>RESOLVED:</u> That the minutes of the meeting held on 12 th March 2018 are approved by the Council and signed by the Chairman as a true record of the meeting. Proposed by Cllr Burborough and seconded by Cllr McLeish.	<u>WPH</u>
55/18	<u>MATTERS ARISING:</u> None.	<u>LFL</u>

56/18	<p><u>REPORTS FROM EXTERNAL BODIES:</u></p> <p><u>CDC Cllr Hall</u> reported that there had been a CDC Planning meeting in which it was agreed that the Madgwick Park S106 monies may be used for the new Community Hall. On other planning matters, there is currently an Appeal from the applicant for building 5 houses on land at Maudlin, support was given for an application at Ashkeys, (application now withdrawn) and support was given for the Rolls Royce car parking for the School. Cllr Hall said that CDC had set up a taskforce for the Novium museum as it now needs sponsorship. Cllr Hall thanked everyone for the welcome and the support he had received over 15 years at County Level, and 12 years at District level, and confirmed that he won't be standing at the next election.</p> <p><u>WSSC Cllr Hunt (arrived at 8pm)</u> reported that the final BABA27 meeting would be on 18th May, and asked the PC to attend if possible. He thanked the West Sussex Volunteers and Darren Rolfe for installing all the bollards on the south side of Stane Street. Mr Andrew Blanchard, resident, asked what was happening at the Tip as there seemed to be new staff, and rubbish is piling up. He said it seemed to be a rudderless ship with not enough staff, and the old hands gone. Cllr Hunt said he would take this up. Cllr Hunt confirmed that the Velo South event would return via Hunters Race, A286, Pook Lane, Fordwater Lane to Goodwood Motor Circuit. He said that Claypit Lane (north) would be closed from midnight to 7.30am, New Road 5am to 10am, and A285 6am to 11am. Cllr Hunt advised that the Cabinet Member at WSSC responsible for the Velo Event is Bob Lanzer. Mr Don Milton, resident, said that the PC need to drive this process, objecting early, as usually very little warning given.</p> <p><u>Mr Mark Gibb (Goodwood Aerodrome)</u> The Clerk read out an email from Cllr Hardstaff in which she said "During the past few weeks, there have been several occasions when fixed wing aircraft have overflowed Westerton, contrary to pre-agreed flight paths and disruptive for residents. Some, not all, instances have been reported but replies received from the airfield indicate that further information is required. The Clerk has been provided with marked copies of the flight paths being adopted by some fixed wing aircraft which appear to be using part of the helicopter flight path." Cllr Clingan added that she had complained to Mr Chris Woodgate about the recent fast overflying. Mr Gibb said that the flight circuits were published on the Goodwood website, the lines drawn were narrow, but the principles are to be followed. He explained that the planes arrive at 200 feet, and join the circuit. They need to overfly Westerton, and in bad weather the circuit pattern is lower, but not often used. Cllr Hardstaff has been advised that they are flying on normal join patterns, and it is impossible to provide a chart that covers all routes. A resident said that the Yellow aircraft is very noisy. Mr Gibb said that they would rather fly aircraft over horses than houses. Cllr Clingan said that the horses are affected by fast flybys. Cllr Clingan said she had put in 2 complaints, but not received a reply within the stated 48 hours. Mr Andrew Blanchard, resident, said the Spitfires go over Claypit Lane and The School, including over his house. He would be able to accept this if it was from outside, but this is a local firm. Mr Gibb said they should do a 10 degree turn away from The School. Cllr Harding asked if this could be looked into, and Mr Gibb said he would bring Boulton with him next time. Mr Bob Keatley, resident, said the helicopters come in and out over Claypit Lane, Mr Gibb said he would look at that as they should come from the NE. Cllr Harding and Cllr Burborough agreed that in general the helicopters had been better. Mr Gibb said helicopters are easier to control than planes. Mr Gibb remarked that due to the runway improvements over the last 14 months it has been different than usual with only 1 runway in action. Now it is back to normal for April to October. Mrs Ros Craven, resident, said that she loves the planes.</p> <p><u>Ms Ciara Williams (Goodwood Estate)</u> Ms Williams introduced herself as the Land Agent for the Goodwood Estate, having taken over from Jeremy Hill. She deals with the day-to-day matters concerning the cottages and farms and is the point of contact. The subject of the A27 is a very sensitive one and Goodwood's position has not changed since the formal HE consultations. They would prefer improvements to the in-line route, not a northern route, and have engaged with BABA27 even though they are not a statutory body. Cllr Hall said that SDNP has stated they will not support a northern route. Cllr Fabricius asked Ms Williams about Fly-tipping on Goodwood land at the west end of Westerton. There had been some metal sheets tipped lately, and the area seemed too easy to access. Goodwood have removed it, and he asked if a gate or barrier could be erected to prevent this happening? Ms Williams said she will look into this. She remarked that it is a constant battle. Cllr Hall said CDC are concerned about this, and he asked residents to ensure they always note the licence and registration number of the waste carrier employed to clear rubbish.</p>	
57/18	<p><u>MEMBERS' REPORTS:</u></p> <p><u>Bollards:</u> Cllr Harding reported that following the installation of the Bollards, the travellers had not been onto the verge. If the travellers were to go onto the area between the road and the footpath, then the Police would be called. He thanked the West Sussex Volunteers for all their hard work, especially in such bad weather earlier this year.</p>	<u>All</u>

58/18	<p><u>REQUESTS RECEIVED BY PARISH CLERK</u></p> <p><u>Bus Shelter</u> – Littlethorpes, the suppliers of the bus shelter have been contacted. Unfortunately, this model of shelter cannot have sides added by the supplier. A request for a quote from a local person has been made, and is awaited.</p> <p><u>Cycle Lane</u> – the Parish Council have done a thorough study of the proposal including a walk of the route. Cllr Hardstaff produced a document, including photos, which was sent to the Engineer responsible for this project. It is understood that once all parties have commented, there will be a meeting to review progress.</p> <p><u>Tip Layout</u> - Mr David Beasley has just submitted a paper, but it arrived too late to be added to the Agenda for this meeting, deferred until the next meeting.</p> <p><u>Goal Mouth</u> – Mr Andrew Blanchard and Mr Bob Keatley are working on renovations to the goal mouth. The projected costs have been put together at £278.99; however this sum may be lower depending on the amount of soil needed. These costs would be covered out of the Play Area Maintenance budget. The expenditure was approved.</p> <p><u>Telephone Box</u> – Ongoing, now on the BT repair and painting schedule for this year.</p> <p><u>Westerton Bus Stop Apron</u> – deferred</p> <p><u>Microphones</u> – deferred</p> <p><u>Website – charging for adverts</u> - deferred</p>	<u>LFL</u>
59/18	<p><u>PLANNING MATTERS</u></p> <p>Cllr Hardstaff gave a written report as follows: With the exception of 3 Planning applications recently submitted by Barratt Wilson Homes, the Parish Council's comments are:</p> <p><u>WH/18/00539/LBC</u> - Other Dev - LBC's Alter/Extend – The Sadlers - No Comment</p> <p><u>SDNP/18/01526/LIS</u> - Listed Building - Goodwood -No Comment</p> <p><u>WH/18/00364/FUL</u> - Minor Dev – Dwellings – Greytiles - After careful consideration of the revised proposal following the withdrawal of the previous one WH/17/02577/FUL, the Parish Council would still like to make the following Objections:</p> <ol style="list-style-type: none"> 1. The proposed dwelling is sited adjacent to the south side of Grey Tiles, at the rear of the plot and directly behind 'Camelot'. 2. 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. 3. 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. 4. 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><u>WH/18/00264/OUT</u> - Minor Dev - Dwellings – Ashkeys - No Comment</p> <p>In regard to the 3 Planning Applications by Barratt Wilson Homes:</p> <p><u>WH/18/01003/FUL</u> Vehicular access off Madgwick Lane, to allow access to on-site pumping station.</p> <p><u>WH/18/01023/REM</u>} Detailed landscape proposals; pedestrian and cycle proposals.</p> <p><u>WH/18/01024/REM</u>}</p> <p>The Clerk has been requested to obtain hard copy full size drawings for these applications in order to consider the proposals because it is impossible to read and comprehend the details in electronic form on screen. It is suggested that the details are reviewed by all councillors at the special council meeting to be convened to endorse the accounts, later in May. This suggestion was agreed.</p>	<u>JLH</u>
60/18	<p><u>NEIGHBOURHOOD PLAN</u></p> <p>Cllr Hardstaff gave a written report as follows: The neighbourhood plan is on-going 'slowly' due to more urgent Parish matters that have taken precedence.</p>	<u>JLH</u>

61/18	<p><u>COMMUNITY HALL & VILLAGE GREEN – BELLWAY AND CDC</u></p> <p>Cllr Hardstaff gave a written report:</p> <p><u>Community Hall</u> - The Parish is waiting to sign the agreed variation to the S106 agreement, this is somewhere between CDC and Bellways. After endorsement the Parish should receive £471,310 from Bellway Estates within 40 days. The S106 monies accrued from the Grange development are held by CDC. Application has been made for the monies to be released. Due to the amount involved (c£100,000 with interest added) the application has to be approved firstly by the Development Committee (June) and then by Cabinet (end July). Until the finance has been procured, the Parish Council is not permitted to sign a building Contract. The earliest this is likely to happen is the end of July, therefore the earliest construction work will commence will be late summer/early autumn.</p> <p>Mr Derek Marlow asked when the land for the Community Hall would be transferred. The Chairman replied that there was no time frame as yet, but it should be soon. The Parish Councillors had previously discussed the following and now:</p> <p><u>RESOLVED:</u> To ratify the decision to accept the commuted sum of £471,310 to be paid by Bellway for the construction of the Community Hall. This was proposed by Cllr Harding, seconded by Cllr McLeish and all voted in favour.</p> <p><u>RESOLVED:</u> To ratify the decision to require the commuted sum from the Madgwick Park development to be invested into the Community Hall facility at Roman Walk. This was proposed by Cllr Harding, seconded by Cllr James and all voted in favour.</p> <p>Cllr Hardstaff gave a written report:</p> <p><u>Village Green</u> - The S106 agreement is between Bellway and CDC. Until the transfer has been completed, maintenance of the land is Bellway's responsibility. After transfer, it will be the responsibility of CDC unless they request that the Parish undertake this and make a financial contribution for so doing.</p>	<p><u>JLH</u></p> <p><u>All</u></p> <p><u>All</u></p>
62/18	<p><u>VELO SOUTH</u></p> <p>Cllr Hardstaff gave a written report:</p> <p>On Sunday 23 September a cycle event similar to 'cycle Yorkshire or London' will take place around Sussex. Details are on the web-site. The route is 100 miles long; starting and finishing at the Goodwood motor race circuit. Affected roads will be closed from midnight on 23 September until 7pm that day.</p> <p>Cyclists will start to leave at 7.00am but arrivals will commence from 5.00am for registration.</p> <p>15,000 cyclists are expected, with an average of 2 spectators/cyclist (i.e. up to 45,000 people) they arrive in cars! They will require accommodation! And probably entertainment at the airfield during the day!</p> <p>CDC, Horsham DC and WSCC have agreed to the event without any consultation to the local parishes affected.</p> <p>The organisers have promised to consult local Councils and affected residents, commencing in May. To date apart from attending a presentation by the organisers at the recent All Parishes meeting, Westhampnett P.C. knows no more than what is published on the web-site.</p> <p>Mr Gibb is unaware of this event, and Ms Williams has no other information. She offered to ask Goodwood for the information they have and advise the Parish Council.</p> <p>Cllr Hall said that he and many other CDC councillors had objected to this event, as many people would be "boxed in" by the road closures. The Council asked the Clerk to request a meeting with Velo South asap.</p>	<p><u>JLH</u></p> <p><u>LFL</u></p>
63/18	<p><u>GDPR</u></p> <p>The Parish Clerk reported that she and RFO had been working together on the new Parish Privacy and Data Protection Policies, and the updating of the Standing Orders to reflect these. The documents had previously been circulated and were now to be approved. Cllr Harding proposed that these be approved, Cllr James seconded, and all voted in favour.</p> <p>As is required by GDPR the Privacy Policy has been put onto the PC website.</p> <p>Cllr Harding commented that the new Website is excellent, and it was agreed that a letter of appreciation would be sent to Sara Watkins.</p>	<p><u>LFL</u></p> <p><u>WPH</u></p>
64/18	<p><u>INSURANCE RENEWAL</u></p> <p>The Parish Clerk reported that the Parish Council insurance is due for renewal on 31st May, and Came and Co has prepared the renewal documents. However, these do not take into account some extra Volunteers equipment purchased during the year, the Community Hall and Village Green land that will be owned by the Parish Council during this coming year, and cover for the Village Green Play Area. The Parish Clerk will obtain a revised quotation and circulate to all Councillors for a decision.</p>	<p><u>LFL</u></p>

65/18	<p><u>NHB Outstanding and 2018:</u></p> <p><u>RESOLVED:</u> That the Parish Council requests a variation to 5 outstanding NHB grants that relate to the Community Hall, in order that all these monies can be repurposed for flexible use during the construction phase of the Community Hall. Proposed by Cllr McLeish, seconded by Cllr Burborough and all voted in favour. Clerk to action with CDC.</p> <p>The Clerk was asked to re-circulate the information regarding the NHB 2018 allocation of £12,963, and it was noted that applications must be made by 31st July (NB: later found to be 30th July).</p>	<p><u>LFL</u></p> <p><u>LFL</u></p>
66/18	<p><u>COUNCILLORS BUSINESS, FOR NOTING OR INCLUDING ON A FUTURE AGENDA</u></p> <p><u>PS Price</u> attended this meeting for the first time, and asked to give a report which was warmly welcomed. He is responsible for 2 police officers, and 3 PSCOs, as part of the Chichester and Arun Prevention Team. In regard to <u>drifting</u> around the Chichester Park Hotel roundabout, and the RR roundabout, is a recognised problem, and he detailed ways of catching the offenders. He explained that <u>crime and drug related issues</u> are low in our area. However, <u>parking</u> is a problem. As a rule of thumb, when a vehicle is parked on a pavement if a double buggy can get past then it is Ok, if not report. If a car is parked across a driveway, it can be towed away. If cars are parked so as to cause buses / trucks to go on the wrong side of the road, then please report online which creates an electronic job immediately and flashes up in their control area. The <u>speeding</u> issue is known, and it seems that enforcement can now be done at night, and will be very soon! <u>Abandoned VW</u> reported to him, he will action. Cllr Hall has spoken to <u>RR</u> regarding the apparent lack of use of their buses. It seems that if people are on overtime then they cannot use the bus. Also, the lack of traffic management on change of shift causes lots of cars to leave at once, stopping others getting in. More recently this has been handled in a better way and hopefully will reduce issues at shift change. Cllr Hunt said that there had been an increase in the number of HGVs illegally using Fordwater Lane. The road is too narrow, and they are churning up the sides. PS Price said the Neighbourhood Watch scheme is still going, do people find it helpful to have information? He will provide his contact details to the Clerk.</p> <p>Cllr Harding thanked him for attending and asked the Clerk to provide him with the dates of forthcoming meetings.</p> <p>Cllr Hunt will take up the matter of potential traffic chaos when Portsmouth Water is installing the new main in Coach Road.</p>	<p><u>All</u></p> <p><u>LFL</u></p> <p><u>LFL</u></p>
67/18	<p><u>PARISH FINANCIAL MATTERS</u> see Appendix 2</p> <p>The Parish Clerk reported that the first half-year precept has been received at £21,450, and Bank Account was now £82k. Payments to suppliers and reimbursements are all up to date. A reclaim of VAT for the Financial Year 2017/18 is to be done. The Internal Audit is to be done in late May, and the External Audit is in July.</p> <p>The Financial Regulations needed to be adopted for the coming year. This was proposed by Cllr McLeish, seconded by Cllr James and all voted in favour.</p>	<p><u>LFL</u></p>
68/18	<p><u>CORRESPONDENCE, INCLUDING NOTICES & LEAFLETS</u></p> <p>None.</p>	<p><u>LFL</u></p>
69/18	<p><u>DEALING WITH LOCAL ISSUES</u></p> <p>Cllr Burborough reported that Chichester Parking would look at Westhampnett with WSCC Team who are doing a Road Space Audit. Other solutions include Car Share, Cycle route planning, double yellow lines. Communities can apply to Highways for speed limits. Each suggested scheme is given an Engineers score, if not high enough it is rejected, if high enough accepted. Cllr Hall remarked that since 1997, he had managed to get 30mph speed limits into every community.</p>	<p><u>All</u></p>
70/18	<p><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.</p> <p>Cllr Burborough raised the matter of cycle speed trialling on the roads, with speeds exceeding 30mph in a restricted area. It seems to be on a Thursday evening and a Sunday. PS Price said nothing can be done about it by the Police.</p> <p>Mr Bob Keatley, resident, requested a meeting with Cllr Hunt in regarding to the planting at the Solar Farm which will not happen until the autumn. They will discuss this together.</p>	<p><u>All</u></p>
71/18	<p><u>EXCLUSION OF THE PUBLIC</u></p> <p><u>RESOLVED:</u> 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>WPH</u></p>
72/18	<p><u>DATE OF NEXT PARISH COUNCIL MEETING: 9TH JULY 2018</u></p> <p>Noted.</p>	<p><u>LFL</u></p>

The Chairman closed the meeting at 8.55pm.

Signed.....

Chairman of Meeting

Date.....