



EAST WITTERING & BRACKLESHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 8 JULY 2021 AT 7.00PM AT BRACKLESHAM BARN

EWBPC COUNCILLORS Brian Reeves (BR) Richard Ford (RF)
PRESENT: Doug Holden (DH) Alan Whitcher (AW)
James Salamon (JS) Emma Cox (EC)
Joe O'Sullivan (JOS) Mike Dicker (MD)

Susan Taylor (STT) (CDC Councillor)
Graeme Barratt (CDC Councillor)
Pieter Montyn (PM) (WSCC Councillor)

APOLOGIES: Pamela Kensington (PK)
Elizabeth Hamilton (EH) (CDC Councillor)

ABSENT:

IN ATTENDANCE Parish Clerk and 2 members of the public

21.82 **Minutes of the Council's Meeting Held on 10th June 2021.**

Accepted.

21.83 **Declarations of Interest and dispensation requests**

None

21.84 **Chairman's Announcements**

None

21.85 **Update on actions from previous meetings**

All had been completed. Four companies had been approached for the Flood Risk Assessment work, one had declined to quote, one had returned with a quotation of £5,785.00. The other two companies were still preparing fee proposals.

The other parishes had been approached and asked to help fund the costs of the various projects. Earnley PC had contributed £350 towards the cost of one month's water quality monitoring and West Wittering Parish Council had contributed £3,000 to cover the cost of an additional water quality monitor to be placed in the entrance to Medmerry and half of the traffic analysis costs. They have also expressed an intention to contribute to the cost of the flood risk monitoring once all of the fee proposals are received.

The two Sonde additional devices to monitor water quality will be deployed on 16/7/21 (weather permitting).

21.86 **Public Questions**

1) The Chairman introduced the new Youth Worker, Robbie Khan, who gave the council a brief overview of the work he would be doing with local schools, clubs and young people.

A member of the public had submitted a written question asking if the Booker Green byelaws were current, and if this was the case why the surf school were being allowed to park their van on the green and trade?

The Chairman replied that the byelaws are up to date. The surf school use of the green is with the permission of the Parish Council. The Surf School wrote to the Parish Council in the spring to advise that they would be using Booker Green for the shoreside part of their activities. The Green is a public open space, designated for recreational purposes, and as such the Parish Council cannot prevent this activity from taking place. They also asked permission to bring their equipment on to the Green in their van to avoid the many young children who use the surf school carrying the equipment down Shore Road, which has no pavements and can be very busy in the summer months.

The request was considered at the assets and open spaces committee meeting on 4th May (minutes are on the council website), and the committee decided that on balance, given that the Parish Council could not prevent the surf instruction taking place on the green, to promote the safety of all users, and keep the activity to the far end of the Green, permission for the request would be granted.

We do not regularly grant permission to park on the green to anyone who asks for it, but for certain events and activities (e.g. the classic car rally, school field trips, Shore Watersports open days), we try to accommodate reasonable requests that are in line with the recreational purposes of the open space and will continue to do so.

The Surf School are not breaching the byelaws as they are not trading from the Green – they are not taking money or payment or selling services on the green and their business address is not registered at Booker Green. They are delivering a pre-booked recreational activity which is within the permitted uses for the area, much as we have many personal trainers, boot camps, motorcycle lessons, line dancing classes and other activity providers who deliver their pre-booked classes in many of the Parish Open spaces.

21.87 District and County Councillors reports

GB – Parishes currently have a wide range of issues, so GB is organizing a Peninsula Forum meeting to be held in September where the parishes can discuss their concerns including planning, development, infrastructure, etc. and look for areas of cooperation and common interest.

Re. the Tideway issue, WSCC are currently working with W. Wittering PC to install fencing to prevent parking on key verges and areas, so cooperation is possible.

Vaccine uptake across the ward is approx. 90%, which is excellent.

Planning application for 70 homes in Church Road has been refused, but an appeal is expected. The constituency boundary review proposes dividing the Manhood between Chichester & Arun. CDC will be objecting to the proposal.

STT – STT highlighted the planned Season of Culture across the district next year. Parishes will be encouraged to participate by staging events that reflect their community and heritage. It is hoped that this will help to encourage visitors and boost tourism and hospitality.

PM – WSCC has a review panel which will also be responding to the constituency boundary review, but it is expected that they will raise concerns about the division of the Manhood. PM requested that a copy of our response be sent to WSCC for their consideration.

PM has arranged a meeting between a senior traffic and highways planner and the parishes to discuss how cumulative effects of recent speculative developments are assessed so that they can better understand their decision process.

PM is continuing to engage at a senior level with Southern Water re. the historic issues with the waste water network and under-capacity at Sidlesham WWTW.

21.88 Reports from Parish Councillors on Meetings attended since 10/06/21

Planning committee had met on 14/6/21 and 5/7/21. Five applications were considered on 14/5/21, including the application for 65 homes adjacent to Middleton Close which the committee objected to. Six applications were considered on 5/7/21.

21.89 Village Hall AGM – The plan is not to open fully until COVID restrictions are lifted on 19th July.
Budget update

The Clerk advised that at the end of the first quarter, 30.9% of the projected annual budget had been spent. This was in line with expectation as certain costs are front-loaded in the year such as the community warden contribution, litter bin emptying and Youth Worker contribution. Income received is 51% of the annual budget. This is in line with expectation as the precept is paid in two instalments in April and October.

21.90 Response to the consultation on the parliamentary constituency boundary review.

Cllr O’Sullivan provided an update. The proposed changes to the parliamentary constituency boundaries had been published. The proposals included splitting Chichester, with Selsey, North Mundham and Tangmere now being part of the Bognor Regis and Arun Constituency, effectively splitting the Manhood Peninsula.

The purpose of the review is to try and even out the population covered by each MP to approx. 69-77,000 electors.

The review fails to take in to account the following factors material factors and breaches its own assessment criteria:

Geographical considerations – this is a nonsense as it divides Selsey & Witterings

Local govt boundaries – fails on this measure as will cross Chi & Arun

Transport – across the regions transport links are weak and circuitous

Cllr Dicker agreed with Cllr O’Sullivan’s summary.

Council agreed that the boundary should be contiguous with the local authority boundary.

*Council **RESOLVED** to submit a response that the changes as currently proposed were not supported and directed the Clerk to submit a response.*

21.91 Vision Update.

The results of the survey had been circulated to councillors and were published on the website. The Vision group proposed that the next stage of the project should be to invite all who had expressed an interest in taking part in the ongoing project to attend a series of workshops focusing on the following key areas:

- Booker Green
- East Wittering Centre
- Bracklesham Centre
- Parks & Open Spaces

This would allow the concerns raised in the open feedback questions to be explored and help to develop a series of priorities which had widespread community support. CDC are not

currently seeking new capital projects to take forward for selection in October, so the time pressure for this work to be completed has eased and the workshops can take place in the autumn once the summer holidays are over, when hopefully more residents will be able to attend.

The Chairman asked councillors to think about which of the working groups they would like to lead and work with the community on taking ideas forward.

*Council **AGREED** to run a series of community workshops in early September to develop the priorities for the following key areas: Booker Green, East Wittering Village Centre, Bracklesham Centre and Parks and Open Spaces. All councillors to advise the Clerk by 22/7/21 which groups they wish to lead on/participate in.*

21.92 To agree projects for the New Homes Bonus Funding Allocation (£22K this year).

The Parish Had been given an indicative allocation of £22,000 this year from the New Homes Bonus.

Taking in to account the feedback from the Vision Survey, the Chairman proposed that it be used for developing a drop-in youth facility for young people and to provide a base for the new Youth Worker. The preference would be to refurbish the old youth centre if this was feasible, but if this was not the case for it to be spent on upgrading the pavilion at Downview to function as a combined sports/youth facility. The Clerk advised that due to the tight timetable for applications, it should initially be submitted for upgrading the pavilion, but that if the old youth centre is a feasible option and can be secured, a variation to the grant conditions could be applied for, to spend it on the alternative building.

*Council **RESOLVED** to apply for £22,000 funding to deliver a youth centre for Local Young people.*

21.93 Skatepark Update

Cllr Ford gave an update on the progress to date. The new ESPO framework has been published and it is suitable for the proposed project. The parish council intend to issue a pre-engagement questionnaire to the framework suppliers w/c/ 12/7/21 to ascertain that the Council's proposed approach to procurement, with suppliers undertaking all public consultation, stakeholder engagement, funding assistance, design and pre-planning work up to and including gaining planning permission and securing funding at their own risk was feasible.

Upon ascertaining the feasibility of the preferred approach, it was hoped that a competition notice could be issued within the next few weeks.

*Council **RESOLVED** that upon confirmation that the proposed approach is feasible a notice of competition can be issued using the ESPO contract framework.*

21.94 To appoint a representative to the Twinning Committee.

The Twinning Committee had requested that the Parish Council nominate a representative for East Wittering and Bracklesham, following the death of former councillor Ray Lowe.

The Chairman also requested that another councillor be nominated to the LBA. The LBA vacancy was held until the September meeting, when two new councillors should be co-opted.

*Council **RESOLVED** appoint Richard Ford to the Twinning Committee. The second appointment*

to the LBA will be deferred until September.

21.95 To consider request from residents at Tideway to fund installation of fencing to green to alleviate parking problems

Residents at Tideway had written to the Parish Council to ask if they would fund the installation, ongoing maintenance and future liability of fencing to the green at Tideway to prevent the parking issues residents are currently experiencing. The grass verge, which is the responsibility of West Sussex County Council is becoming damaged by vehicles parking on it due to the increase in people working from home. WSCC have advised that they do not have funds to install the proposed measures.

Councillors discussed the issue and felt that the land was privately owned and held and therefore the responsibility of the management company and the County Council. As such it would not be appropriate to use council funds to voluntarily take on the liabilities of a private company or higher tier authority, essentially using public funds to support a private enterprise and double-taxation.

*Council **RESOLVED** to write to the residents association to advise them of their decision and to offer to mediate a meeting between the residents and the County Council to see if a joint funding and maintenance agreement could be agreed.*

21.96 To appoint a representative to attend the Royal British Legion 100th anniversary torch relay event on 28/8/21.

To mark the 100th anniversary of the Sussex Royal British Legion, a torch rally is being held on 28th August 2021, starting in Lewes and culminating in a ceremony East Wittering war memorial at 5.30pm. The RBL have invited the Parish Council to attend this important event, which will also be attended by the Lord Lieutenant of Sussex.

*Council **APPOINTED** Mike Dicker to represent EWBPC at the ceremony. The Chairman and Vice-Chairman also indicated their attendance.*

21.97 To consider provision of a memorial for former Councillor Ray Lowe.

The Clerk had spoken with Mr Lowe's family to discuss a suitable memorial to recognise the immense contribution he made to the village and the council. The family were happy with the proposal that the village clock, which Mr Lowe had been so instrumental in raising the funds for, be dedicated as the Ray Lowe memorial clock, with a plaque placed on it, suitable wording to be agreed with his family.

*Council **RESOLVED** to install a plaque (precise wording to be agreed with his family) dedicating the village clock to the memory of Ray Lowe. Maximum budget £150.00.*

21.98 To consider the urgent funding request from the Scouts following the attempted arson attack on the scout hut.

The Scouts had written to the council requesting assistance with the cost of repairs to the Scout Hut valued at £2,658.30 following a break-in and attempted arson attack.

*Council **RESOLVED** to contribute £1000, to be taken from the general reserve.*

THE NEXT MEETING OF THE PARISH COUNCIL WILL BE HELD THURSDAY 9th SEPTEMBER 2021 AT 7PM AT BRACKLESHAM BARN

These minutes are in draft form until approved by the council at the next meeting and may be amended by resolution. Copies of all unapproved minutes, agendas and more information about East Wittering and Bracklesham Parish Council can be found on the Parish Council's web site: www.ewbpc.org.uk.

Signed _____ Chair

Date _____

Summary of Actions

Minute number	Action	Person Responsible
21.90	Council to respond to Boundary Commission Review that the proposals for Chichester constituency were not supported.	CLERK
21.91	Clerk to book in workshops for key Vision areas, to take place in September	CLERK
21.91	Councillors to advise Clerk by 22/7/21 which Vision groups they wished to lead/participate in. All councillors to take part.	ALL COUNCILLORS
21.92	Clerk to complete New Homes Bonus application for youth facility refurbishment	CLERK
21.93	Council to confirm that procurement approach for skatepark is feasible and upon receipt satisfactory responses to proceed to issue notice under the ESPO framework.	CLERK
21.94	Clerk to advise Twinning Committee of new appointment.	CLERK
21.95	Clerk to write to Tideway residents advising them of the council decision	CLERK
21.96	Clerk to advise RBL of attendees on 28/8/21	CLERK
21.97	Clerk to arrange for dedication of the village lock to Ray Lowe.	CLERK
21.98	Clerk to advise Scouts of the Council's funding decision	CLERK.