



## EAST WITTERING & BRACKLESHAM PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 11<sup>th</sup> NOVEMBER 2021 AT 7.00PM AT BRACKLESHAM BARN

**EWBPC COUNCILLORS** Brian Reeves (BR) Joanna El-Batal (JEB)  
**PRESENT:** Doug Holden (DH) Emma Cox (EC)  
Pamela Kensington (PK) Mike Dicker (MD)  
Toby Wilshire (TW) Richard Ford (RF) joined the meeting at  
Alan Witcher (AW) 7.15pm

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

**APOLOGIES:** James Salamon (JS)  
Joe O'Sullivan (JOS)  
Elizabeth Hamilton (EH) (CDC Councillor)

**IN ATTENDANCE** Parish Clerk

**21.131 Minutes of the Council's Meeting Held on 14<sup>th</sup> October 2021**

Agreed

**21.132 Declarations of Interest and dispensation requests**

Cllr Dicker had requested a dispensation with regards to his advocacy work as a member of Chichester Harbour Independents.

*Council **RESOLVED TO GRANT THE DISPENSATION**, to be in effect until May 2023.*

**21.133 Chairman's Announcements**

None

**21.134 Update on actions from previous meetings**

All completed.

**21.135 Public Questions**

None

**21.136 District and County Councillors reports**

**PM** – Lots of work has been done to raise awareness of the problems in Chichester Harbour, but more needs to be done to ensure that Pagham is not overlooked or forgotten, as this has experienced higher numbers of discharges in recent months. The strategy for improving the network is due to be published in 2023. Southern Water have also agreed to investigate leaks in the local area. The fact remains that at present tankers are placed on standby at Pinks Lane whenever it rains because the system does not have sufficient capacity to cope with additional flows.

WSCC budget for 2022-23 is still being worked on, but at present it is showing a deficit that will have to be closed. WSCC think they will be looking to raise the precept by 1.99% with an additional 1% levy for adult social care – this is still provisional as the government have not yet confirmed details of the final funding settlement. Inflationary pressures are adding to the squeeze on services next year.

PM had forwarded the response from the Highways team on the way that traffic modelling is completed. BR commented that he was disappointed to read that the team still use Census 2011 data from the ONS. PM explained that the TEMPRO model that is used is updated regularly and so it incorporates estimates of population change.

**STT** -Natural England have issued a new position statement with reference to sewage and wastewater issues across the area in relation to development capacity and the Local Plan. The North of the District is facing considerable pressure which has placed a halt on new developments in the Northern area of the District. This has stopped all new development in Crawley and Horsham. A joint letter is being sent to the relevant MPs from CDC, HDC and CBC asking them to ensure that the relevant authorities urgently find a solution to the problems.

**GB** – Members bulleting had been circulated. Planning permission has been granted for the work on the shingle bank at East Head. Still awaiting the minutes of the peninsula forum meeting.

Community Wardens service will remain as it is for 2022-23, but the service will be reviewed next year and parishes are likely to have to contribute more funding from 2023-24 onwards. MD asked what the CDC council position was on the parliamentary vote on water company obligations to reduce sewage discharges. GB advised that discharge data was published via the Beach Buoy website and monitored closely by CDC.

GB has asked for more information on discharges from Pagham Harbour as this is little understood or monitored at the moment. GB added that the problems in the area were wider systemic issues and not just related to sewage discharge.

BR – Noted that it was frustrating that WSCC had funded £50k for small electrical recycling in Chichester District, when £35K was not available in 2019 to sustain the mobile recycling service in the Witterings which was then passed on to the local parishes. PM advised that WSCC had no choice as it had to focus on statutory duties, of which social care took the largest bulk of the whole budget.

**21.137 Reports from Parish Councillors on Meetings attended since 14/10/21**

**Planning committee** – had met on 18/10/21 and 8/11/21. No objections had been made.

**Assets & Open Spaces Committee** -had met on 2/11/21. Minutes had been circulated.

**A27 Stakeholder meeting** – had taken place on 3/11/21. MD had attended for EWBPC. Update to follow at item 21.143

**Vision Meeting** – had taken place on 10/11/21. Meeting notes had been circulated. A follow up meeting had been arranged with WSCC Highways to discuss next steps for supported schemes.

**Planning Appeal at Church Road** -Coordinating efforts with W Wittering and have held a couple of meetings.

**21.138 Budget update**

Updated year- to-date figures had been provided in the outline budget for 2022-23 to be discussed at item 21.144. The Clerk reported that there were no significant variances from expected expenditure at this time.

Interim internal audit will take place on 25<sup>th</sup> November, report should be available for December meeting.

**21.139 To consider funding applications received under the council small grants scheme**

The Twinning Association had sent a letter thanking the Parish Council for their support in previous years which the Chairman read to the meeting.

**Council RESOLVED TO ALLOCATE GRANT FUNDS as detailed:**

Applicant	Amount Requested	Purpose	Decision	Notes	Relevant power
Wittering United FC	£125	To purchase 12 x new match & training balls	£125		Localism Act 2011, s1 (1)
4 Sight Vision Support	£250	To provide outreach services to visually impaired residents	£250		Local Government Act 1972, s137 (3)
Bracklesham Barn Bowls Club	£500	Contribution towards costs of new mats - the group have had no income for 18 months due to COVID and are still running at reduced capacity so have not raised expected income	£300		Localism Act 2011, s1 (1)
Witterings Community Minibus	As much as council can spare	The group are currently running at a deficit of £4k per year and are reliant upon donations to bridge the gap- any funds from EWBPC would be greatly appreciated.	£ 1,000.00		Transport Act 1985, ss 22-23 & s106A
Age UK	£200	To support work with vulnerable elderly residents	£ 200.00		Local Government Act 1972, s137 (3)
Volunteers at the Former Church of the Assumption	Equipment and supplies to the value of £300	The old churchyard is maintained by a group of volunteers, who have requested assistance by providing them with the following equipment: Battery leaf blower, metal watering can, 2 x garden kneelers, 3 medium sized tub trugs, good edging spade, stiff broom, shady area grass seed, spring bulbs	£ 300.00		Localism Act 2011, s1 (1)
<b>TOTAL FUNDING REQUESTED*</b>	<b>£1,375.00</b>		<b>£ 2,175.00</b>		
<b>BUDGETED</b>	<b>£2,500.00</b>		<b>£ 2,500.00</b>		
<b>UNALLOCATED</b>	<b>£1,125.00</b>		<b>£325.00</b>		

**21.140 To review current charges and fees at Bracklesham Barn**

Council considered the current charges at Bracklesham Barn and agreed that in order to assist businesses in their recovery from COVID 19 they would remain unchanged for this financial year. Charges would be reviewed next year to see if they needed to be raised.

*Council RESOLVED TO KEEP CHARGES AT BRACKELSHAM BARN UNCHANGED for this year, to be reviewed in FY 2022-23.*

**21.141 To adopt the protocol to be followed in the event of the death of the Sovereign**

Council considered the proposed protocol and agreed that it be used in the event of the death of the Sovereign.

*Council RESOLVED TO ADPOT THE PROTOCOL.*

**21.142 To approve the specification for the skatepark to be included in the framework competition notice (Appendix 6)**

Cllr Ford provided an update on this item. A revised draft specification had been agreed by the members of the Assets & Open Spaces appointed working group, which had now been sent to Hampshire Services for independent procurement and legal advice. A final document would be

brought back to full council for approval, hopefully in December 2021.

#### **21.143 A27 Update**

Cllr Dicker provided an update on the meeting that had been held with representatives from the Manhood Parishes and representatives from National Highways (NH). Over 50 people had attended.

Areas of concern were identified that we would appreciate district & county councillors taking forward.

- Parishes were keen to understand how national vs local priorities would be weighted in the scheme assessment, but no clear answer was given on this.
- The outcome of the build a better A27 work conducted in 2018 clearly expressed a desire for a Northern route so why is the consultation being run again with previously discounted options back on the table.
- The parishes had requested a recording/transcript of meeting so that there is a record of what is discussed but National Highways would not make this available.

Other concerns;

- None of the proposed options reference a bypass or emergency route – again this concern was not answered in the meeting.
- NH referenced a feasibility study that was completed in Spring 2021, but did not detail what it was assessing or what the parameters were – we would like to have this shared including the outcomes.
- NH referenced that work had already been completed with CDC & WSCC officers, which we would like to see shared with the parishes.
- NH referenced in their project slides that the scheme should support new housing development and that they would consider supporting a interim solutions to enable this. We are concerned that this will lead to a short-term solution incorporating a Southern Link road rather than the long term community preference for a mitigated Northern route.

Pieter Montyn advised that in WSCC meeting with NH he will request that a Northern Option must be included this time.

PM will also request that the options are shared with the parishes before the consultation is opened to the public.

GB has contact details at NH for the schme that he will share with EWBPC.

***COUNCIL RESOLVED TO WRITE TO NATIONAL HIGHWAYS expressing our concerns with the current proposal for the consultation.***

#### **21.144 Draft Budget for 2022-23**

The Clerk had prepared a draft budget for 2022-23, which currently showed a deficit of £15,000 assuming no increase in precept. To achieve a balanced budget a precept increase of 10% would be required (approx. £7.08 per Band D property per year).

The Clerk advised that the Parish Council has sufficient funds in the general reserve to run a deficit budget if required, but this is not sustainable in the long run and delaying closing the gap in future years could risk a significantly larger one-off shock to residents or could require service cuts in the future. The Clerk advised that council adopt a plan to bring the budget into balance over a three year period to smooth out the potential impact on residents.

The item will be brought back to the council next month for further consideration.

J A-B asked if volunteer groups could be encouraged to take on management of certain areas to improve the appearance of the village and save costs.

**21.145 Update on Ditch Clearance at Bracklesham Park**

Following the clearance of the ditch bank at the West of Bracklesham Park, it was apparent that the ditch was silted up and two culverts were partially blocked. This was essential to have cleared and the Clerk is arranging for it to be completed as soon as is practicably possible.

The removal of the brambles at Downview had revealed an area of historic dumping and fly tipping of waste material which the Clerk is arranging to have cleared and removed from the site.

A number of residents who had boundaries with the open spaces had complained that they had lost screening and privacy.

*Council **RESOLVED TO AUTHORISE THE CLEARANCE OF THE DITCH AND THE REMOVAL OF THE FLY TIPPED WASTE** as it was a statutory requirement. Clerk to advise of final costs in December once they are known.*

**21.146 To Authorise a Feasibility Study to Bring the Old Youth Centre Building Back into Use**

The Clerk and Deputy Clerk had viewed the old Youth Centre Building. Although the condition was better than expected, a feasibility study needed to be completed to ascertain the likely costs of refurbishment and ongoing maintenance before the Council could enter into lease negotiations with WSCC. The Clerk requested that up to £2000 be made available so that structural surveys could be completed to inform the Council's decision on the project.

***COUNCIL RESOLVED TO ALLOCATE UP TO £2000** towards the completion of a feasibility study into the refurbishment of the old youth club building, to allow appropriate surveys and building condition reports to be commissioned.*

*A working party was formed to look at the project Cllrs RF, EC, TW, JAB & BR to join.*

**21.147 To Consider Projects and Participation in the 2022 Season of Culture**

Cllr Wilsher gave an update on this item, which is due to take place in June-Sept 2022. It will consist of 5 intergenerational projects that will run across the district:

1) 'We the People' an exhibition of photos of volunteers across the district – being led by Chichester College. The exhibition will tour the district.

2) 'The Big Picnic' – takes place at the end of July, focusing on environment and anti-litter– we could run an event here that incorporates a beach clean.

3) 'Festival of Lanterns'. Each area makes a giant lantern which is part of a homecoming parade where the lanterns will all come together.

4) 'Tik Tok Artist Event' – take the 21 Chichester district wards to each create a 21 second piece of art. Cost to us would be £250, so TW is going to try and find local sponsorship.

5) 'Everyone Active/Active Sussex' project to involve hard to reach groups in a dance-based event.

**COUNCIL RESOLVED TO PARTICIPATE IN THE SEASON OF CULTURE** with Cllr Wilshire as the council representative on the organising committee.

**THE NEXT MEETING OF THE PARISH COUNCIL WILL BE HELD THURSDAY 9<sup>th</sup> DECEMBER 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](http://www.ewbpc.org.uk).

**The meeting closed at 8.45pm**

Signed \_\_\_\_\_ Chair

Date \_\_\_\_\_

#### Summary of Actions

Minute number	Action	Person Responsible
21.139	Clerk to advise grant applicants of council decision and disburse funds.	CLERK
21.140	Clerk to publish protocol to be followed in the event of the death of the sovereign.	CLERK
21.143	Clerk to write to National Highways outlining our concerns with the A27 consultation process.	CLERK
21.145	Clerk to arrange clearance of ditch at Bracklesham Park and removal of fly-tipped waste at Downview	CLERK
21.146	Clerk to engage surveyor to completed structural report on Old Youth Club building	CLERK