



## EAST WITTERING & BRACKLESHAM PARISH COUNCIL

### MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 10<sup>TH</sup> MARCH 2022 AT 7.00PM AT BRACKLESHAM BARN

**EWBPC COUNCILLORS PRESENT**

Brian Reeves (BR)	Joanna El-Batal (JEB)
Pamela Kensington (PK)	Emma Cox (EC)
Toby Wilsher (TW)	Richard Ford (RF)
Alan Witcher (AW)	James Salamon (JS)
Doug Holden (DH)	Mike Dicker (MD), on call as community first responder, joined at 7.15pm, left at 7.30pm
Joe O'Sullivan (JOS)	

Susan Taylor (CDC Councillor) (STT)  
Graeme Barratt (CDC Councillor) (GB)

**APOLOGIES**

Elizabeth Hamilton (CDC Councillor)  
Pieter Montyn (WSSC Councillor)

**IN ATTENDANCE** Parish Clerk and 2 members of the publ

**22.14 Minutes of the Council's Meeting Held on 10<sup>th</sup> February 2022 ([Appendix 1](#))**

The minutes of the meeting held on 10/2/22 were agreed as a true record and signed by the chair.

**22.15 Declarations of Interest and dispensation requests**

The Chairman declared that he was a governor of the school.

**22.16 Chairman's Announcements** – The Chairman announced that former councillor Keith Aldridge had passed away and requested that a minutes silence was held. Mr Aldridge had been a very active and effective councillor and had continued to support the community through his shop in the village and at numerous events. He would be greatly missed.

Volunteers were needed for a tree planting event that the Manhood Heritage and Wildlife Group were arranging in conjunction with the Girl Guides to plant 400 trees and hedgerow plants at Downview on Saturday 19<sup>th</sup> March between 9.30am – 12.30pm.

The Chairman advised that the school would shortly begin work on their library enhancement project which the council had previously pledged up to £20,000 from CIL monies to help deliver. The plan was now to refurbish an existing classroom rather than install a new prefab building.

**22.17 Update on actions from previous meetings**

All completed.

**22.18 Public Questions**

None

**22.19 District and County Councillors reports**

**STT**

Local Plan work is continuing. Evidence gathering is expected to be complete by end of April, and regulation 19 consultation is still expected later this year. A27 is still the main stumbling block to progress. CDC are working with National Highways to agree what can realistically be achieved with the funding available.

**GB**

Members' bulletin had been circulated. GB thanked the council for their support in the Church Road planning appeal. The anticipated decision date is 22/4/22. Increase to council tax precept from CDC will be 2.99%. CDC have resolved to employ a temporary landscape officer for two years – this should help with planning matters and with the Local Plan review work.

GB would like to pressure CDC planning policy team to revisit the settlement hierarchy for the village. BR requested that this be progressed as a matter of urgency.

**22.20 Reports from Parish Councillors on Meetings attended since 10/02/22**

**MPP 7/3/22**

Cllr Wilshire attended. Minutes had been circulated to members. CDC are looking at ways to reduce their carbon footprint, especially their vehicle fleet. Funding and improvement of coastal defences was discussed.

**WSCC Chichester County Local Forum 1/3/22**

Cllr Kensington & Cllr Holden attended. A list of the public questions raised and the detailed responses had been circulated to all members.

**Village Hall Committee 23/2/22.**

TW and BR attended. The hall are looking at upgrading the kitchen and are reviewing their charges.

**Church Road Planning Enquiry 1 – 8/3/22**

Members of the council had attended every day. Wellbeck had been very organised and had put forward a very strong team to support their appeal. The CDC barrister has already represented CDC on a number of recent appeals and so knows the area and issues very well.

*Cllr Dicker joined the meeting.*

**Patient Participation Group 7/3/22**

AW attended – the surgery is struggling to recruit new staff, so are running on locums and existing staff. They are able to accept new patients at the moment. They are experiencing high levels of non-attendance. Booster jabs for over 75's will be delivered in surgery not via vaccination centres.

**22.21 Budget update ([Appendix 2](#))**

Council noted the current budget position which was in line with expectations.

*Council **APPROVED** the list of payments from 1/2/22 to 28/2/22 totalling **£15,383.43***

**22.22 To consider subscribing to the West Sussex Association of Local Councils for 2022-23**

Due to the uncertainty associated with the collapse of the Surrey and Sussex Association of Local Councils (SSALC) in February 2021, for 2021-22 the parish council became associate members of Hampshire Association of Local Councils (HALC). In the 12 months since then a new West Sussex County Association of Local Councils (WSALC) had been established and the Clerk recommended that the council now rejoin this group.

This will allow the council to become members of the National Association of Local Councils (NALC) once again, as this can only be conferred by membership of the county association.

Fees for joining WSALC were £1,312.32 per year, plus an additional £283.35 per year for NALC membership. Associate member fees for HALC were £1,100.00 per year with no subscription due to NALC as we would not qualify for membership.

*Council **RESOLVED** to join WSALC and NALC at a total cost of £1,595.67 for 2022-23.*

*Cllr Dicker left the meeting*

**22.23** **Skatepark Update**

The invitation to quote had been published, with responses due to be evaluated w/c 28/3/22 (final date tbc). The evaluation panel will consist of 4 members, Richard Ford and one other councillor from the parish council, Rudi Tyrell from the Wittering Skatepark Group and Bob Hutton from West Wittering parish council who has kindly agreed to sit on the panel to bring his experience of construction and CDM procurement to the process.

A site visit was held with contractors on 9/3/22. One company attended.

Fundraising has begun. A number of local business have already pledged funds. Public fundraising will commence in earnest once the charitable registration of the Skatepark Group has been completed.

**22.24** **War Memorial Update** – To consider the request from the RBL for further funding to complete the changes to the war memorial which were £1500. The Parish Council have previously pledged to allocate £750 from their unspent grant funding to the works. RBL have asked if the council can assist in covering the additional shortfall.

Council discussed the issue and felt that they would retain their commitment for £750 but that match funding would need to be raised to bridge the gap. The possibility of a grant application to the war memorials trust will be investigated.

The Clerk was instructed to contact M. Stanley who had first raised the issue of the discrepancies and advise him of the situation.

**22.25** **Vision Update**

Survey and search work had now been completed and the shops engagement group were meeting on 17/3/22 to divide up the work on consulting with the businesses.

The wayfinding project, to provide directions to toilet facilities from the beach was in progress and signs would be in place for the summer season, subject to WSCC granting licenses for the installation of the posts.

A small amount of funding remained in the CDC welcome back fund that had to be spent by 31/3/22 so the Clerk had sought quotes for installing a new stone picnic table and bench at Booker Green to replace the wooden one currently located there. This would be more durable, and compatible with any new scheme that was developed for the area as the Vision progressed.

Due to the confidential nature of the remaining agenda items, the Chairman closed the meeting to the public at 7.45 pm

**22.26** **Staffing Matters**

*Council noted that conclusion of the 2021-22 pay award negotiations and **RESOLVED** to ensure that staff were paid any back-pay owed by the end of the financial year.*

**22.27** **Bowls Club Lease\***

Councillors had been circulated the draft copy of the new lease. No objections were raised to the new contract. Subject to minor amends (updating the details of the relevant signatories and tidying up typographical errors) and no significant changes to the clauses in the lease,

council agreed to proceed with enacting the new lease.

Council **RESOLVED** to enact the new lease subject to only minor typographical amendments to the contract being made.

Meeting closed at 8pm

<b>Minute number</b>	<b>Action</b>	<b>Person Responsible</b>
22.22	Clerk to advise WSALC of our intention to re-join.	ST
22.23	Skatepark tender evaluation to proceed and results to be reported back to April Parish Council meeting	ST
22.24	Clerk to contact Mr Stanley re. war memorial changes	ST
22.26	Clerk to ensure back-pay is paid to all staff	ST
22.27	Clerk to progress lease with Bowls Club	ST