



EAST WITTERING & BRACKLESHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 10th NOVEMBER 2022 AT 7.00PM AT BRACKLESHAM BARN

<u>EWBPC COUNCILLORS</u>	Brian Reeves (BR)	Richard Ford (RF)
<u>PRESENT</u>	Pamela Kensington (PK)	Emma Cox (EC)
	Alan Whitcher (AW)	Joanna El-Batal (JEB)
	Joe O’Sullivan (JOS)	Mike Dicker (MD)
	Toby Wilsher (TW)	

<u>OTHER COUNCILLORS</u>	Pieter Montyn (PM) WSCC
<u>PRESENT</u>	Graeme Barratt (GB) CDC
	Susan Taylor (STT) (CDC)
	Elizabeth Hamilton (EH)

<u>APOLOGIES</u>	James Salamon (JS)
	Doug Holden (DH)

ABSENT

<u>IN ATTENDANCE</u>	Parish Clerk, Deputy Clerk, 4 members of the public
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The Meeting opened at 7.00pm

- 22.106 Minutes of the Council’s Meeting Held on 13th October 2022**
The minutes of the meeting held on 13/10/22 were agreed as a true record and signed by the Chairman.
- 22.107 Declarations of Interest and Dispensation Requests**
JOS declared an interest in item 22.116 as he is a CAB advisor
- 22.108 Chairman’s Announcements**
The Chairman advised that the monthly cinema would be restarting in January and asked for volunteers to help.
Boundary Commission Review is due out on 5th December. The revised constituency boundary keeps the Manhood Peninsula as a whole. Council agreed that they supported the proposals.
- 22.109 Update on actions from previous meetings.**
The Clerk was still awaiting a detailed plan and schedule of materials for Booker Green from Ian Whittaker.
- 22.110 Public Questions**
A member of the public raised a question about the revised Strategic Flood Risk Assessment. The Chairman deferred the question until the item came up on the agenda.
- 22.111 District and County Councillors reports**
PM
The Boundary Commission review has changed their proposals to now keep the Manhood Peninsula as a whole area. The application for Stubcroft Farm has been keeping PM busy as Southern Water are providing contradictory information. WSCC drainage have objected to the application on grounds of risk of surface water flooding and inadequate drainage – comments

are not yet showing on the planning portal. WSCC have also objected to the 150 homes proposed in Birdham, again on the grounds of surface water flood risk and drainage issues. MD asked if anything could be done to address the flooding issues at Apuldram. PM advised this was an ongoing problem with no easy solution.

STT

Local Plan work is continuing. It is anticipated that it will be presented to Cabinet and Council in January 2023 subject to no further changes. If it is approved at Council it will be sent out for regulation 19 consultation for 8 weeks. It will then be submitted to the examiner along with all of the consultation responses. Once regulation 19 has been completed the Local Plan will carry some weight at planning appeals. A member of the public asked at what point in the process weight was attributed to the Local Plan once it is submitted for regulation 19 consultation – STT replied that it would gain more weight as the consultation period progressed. A member of the public asked in what way the planning officers would be using the new local plan policies when considering existing planning applications that require decisions before January 2023. MD asked what the impact of Purdah would be on the plan if it is not completed by March 22nd. STT advised that it would not be possible to publish it during the Purdah period if the plan was delayed.

GB

Boundary review has been revised to keep the integrity of the peninsula which was requested by CDC.

EH

‘Supporting You’ leaflets are available for any outlets that need them. Please advise EH of any suitable suggestions. Latest issue of ‘Initiatives’ magazine is currently being sent out.

22.112 Reports from Parish Councillors on Meetings attended since 13/10/22

Planning Committee – 2 meetings. Stubbcroft application was deferred until 28/11/22. We have also considered applications for the Showman’s site and access at Bracklesham Lane.

Assets & open Spaces Committee – Lengthy meeting considered a number of issues. Barn is largely on track for the year. Vandalism has been a problem this year. The teen shelter is being removed later this month.

Barratt Homes – We have held two meetings to try and secure improvements to the scheme for the community – mainly focused around school parking and cycle routes.

CDALC – PK attended. WSALC AGM is on 25/11/22. Questions from Parish Councils must be submitted by 18/11/22. We have two places at the event in Billingshurst if anyone wishes to attend.

Village Hall Committee - Kitchen upgrade is still being progressed.

Twinning Committee – TW attended – has some photos of the recent visit to Moutiers les Mauxfaits which can be included on the Parish website. They would like to get EW Primary school more involved in the committee.

Youth Club Committee – RF attended – youth club are purchasing some new equipment.

22.113 Budget update

The Clerk had begun preparing the draft budget for next year but was awaiting the financial statement on 17th November 2022 before circulating it to members.

*Council **RATIFIED** the list of payments from 1/10/22 to 31/10/22 totalling **£11,802.94***

22.114 Skatepark Update

Cllr Ford provided an update – the on line portal is currently open for comments until 16/11/22. A detailed report will be put to Council next month for their approval to proceed.

22.115 Christmas Lights Update

The Clerk has received the licenses to install the lights and they will be installed on 21st November along with the Christmas Tree. We are still awaiting confirmation from Enervo that the faulty power supplies on the columns in Cakeham Road have been repaired under the terms of the PFI contract. This has proven extremely difficult as the subcontractor is unresponsive.

22.116 To consider community grant fund applications received

Council considered the applications received.

*Council **RESOLVED** to make awards as per the attached schedule ([schedule 1](#))*

22.117 Update on CDC revised strategic flood risk assessment

A member of the public asked what are the next steps at CDC in terms of how the SFRA will be used and how it may impact upon site allocations? Also, what will happen in regards to recently approved sites that now fall within revised flood zones under the new SFRA?

STT does not believe that the revised SFRA will be able to have any impact upon previously granted permissions even if they are outline only. Once the SFRA has closed for consultation it will be sent back to the EA for final agreement and adoption.

STT will find out if the HELAA maps will be redrawn in light of the new SFRA.

STT will check with the planning department how they will be using the data in the revised SFRA whilst considering applications that are currently awaiting decision.

*Council **RESOLVED** to support the paper published by Carolyn Cobbold on local flood risk in response to the Stubbcroft Farm application.*

22.118 To consider supporting resident request to lobby CDC for better beach access

The Chairman thanked Mr Goldsmith for his hard work and diligence in preparing a proposal for how better beach access could be achieved at the end of Shore Road. The council fully supported the proposal, but do not have the powers or the finances to progress it at this stage.

Council asked the District Members present to consider the proposals and to commit to pursuing them at CDC as the coastal defence, foreshores and tourism/economic development authority, as they would be a huge benefit to the community and the economy and were likely to be an important issue for residents in the local elections next year.

*Council **RESOLVED** to support the proposals and to write to CDC requesting that they meet with the Parish Council to discuss ways in which better beach access could be provided.*

22.119 To note the interim internal auditor report

*Council **NOTED** the completion of the interim internal audit.*

22.120 To approve purchase of new Parish Noticeboards

*Council **RESOLVED** to purchase five new noticeboards at a maximum cost of £8,500 including installation.*

22.121 To approve purchase of new computers for office staff

*Council **RESOLVED** to purchase two new laptops at a maximum cost of £1,900 including device set up costs.*

22.122 Booker Green Update

The Clerk had asked the handman to remove three memorial benches that were unsafe. The plaques will be kept so that they can be relocated once council reach a decision on what they wish to do at Booker Green.

The Clerk explained that we need to advise Terra Firma on if they will be required for further work (this has been paid for as a part of the Vision). The Clerk advised the council that we will loose approx. £30K of funds from CDC for Booker Green improvements if they are not spent by

the end of March. This is a very high risk if we do not identify and proceed with a scheme within the next 2-3 weeks.

*Council **RESOLVED** that Terra Firma would be asked to provide a costing for their design, but with the wall made straight and the proposed benches changed for an alternative, to be notified to the Clerk once councillors have agreed on the design that they all support.*

22.123 To consider a response to the request from CDALC (Chichester Assoc. Local Councils) for an annual subscription

The Council confirmed that they would be willing to support a modest annual subscription of up to £25 per year.

*Council **RESOLVED** to support the subscription payment.*

22.124 Staffing Matters to note to the conclusion of the 2021-22 national pay settlement negotiations

*Council noted the conclusion of the national pay negotiations and **RESOLVED** that the new pay scales would be adopted with immediate effect, backdated to 1st April 2022.*

Minute ref	Action	Responsible
22.117	Advise grant applicants of council decision.	CLERK
22.118	Write to CDC requesting a meeting to discuss issues of beach access.	CLERK
22.120	Proceed with purchase of five new noticeboards.	CLERK
22.121	Proceed with purchase of two new laptops.	CLERK
22.122	Advise Terra Firma of changes to proposed design and instruct them to proceed with costing.	CLERK
22.123	Advise CDALC that we would support subscription fee.	CLERK
22.124	Implement adoption of updated pay scales backdated to April 2022.	CLERK