



EAST WITTERING & BRACKLESHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 13th SEPTEMBER 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 Witcher (AW)	Joanna El-Batal (JEB)
	Joe O'Sullivan (JOS)	James Salamon (JS)
	Toby Wilsher (TW)	Doug Holden (DH)

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

<u>APOLOGIES</u>	Mike Dicker (MD)	Tracey Glithero (TG) Deputy Clerk
	Elizabeth Hamilton (EH) CDC	

ABSENT

<u>IN ATTENDANCE</u>	Parish Clerk
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The meeting started at 7.00pm

22.87 Minutes of the Council's Meeting Held on 14th July 2022

The minutes of the meeting held on 14/07/22 were agreed as a true record and signed by the Chairman.

22.88 Declarations of Interest and Dispensation Requests

None.

22.89 Chairman's Announcements and Welcome to New Deputy Clerk

The Chairman advised that the new Deputy Clerk had been unable to attend due to a positive COVID test but welcomed her to the council.

22.90 Update on actions from previous meetings

All completed expect the Vision Questionnaire, which would be covered later on the agenda.

22.91 Public Questions

None

22.92 District and County Councillors reports

PM: WSCC have started budget setting but are awaiting confirmation of their final funding settlement from central government. Online carbon literacy course (carbonliteracy.com) is currently being made available to WSCC members – PM has completed the training. Aims to give people a view of what can be done to reduce carbon and how increased carbon is affecting our planet. A package of information will be made available for Parish Councils at some point in the future.

GB: Members bulletin had been circulated. GB had attended a symposium on endocrine disruptors found in 'forever chemicals' and their effect on marine life – this has shown that they have a huge impact upon their development and reproductive abilities. This has huge implications for the health of our seas and wildlife and also for humans via the food chain. All members meeting to discuss the local plan is due on 20/10 to discuss progress to date. Community Warden funding has been agreed for next 3 years. CDC have joined a WSCC EV charging point scheme to install more chargers across the district.

GB has written to the MP requesting clarity on housing targets, which currently seem to be out of step with ONS population predictions, which show much lower predicted population growth for this area than the annual housing target.

WWPC have requested a copy of the council tax distribution across the district, which has shown the scale of the number of properties that are now registered as businesses rather than as second homes to avoid tax liabilities. GB intends to raise this issue at full council. STT added that the government is aware of this problem and are attempting to bring forward legislation to close the loophole, although it is unclear how effective it will be.

STT: Local plan update has been covered by GB. Happy to answer any further questions.

22.93 **Review CDC Infrastructure Business Plan**

STT explained that the IBP is a rolling document that is updated annually to show what is expected to be delivered within a rolling five-year period.

The Clerk had requested that councilors considered adding a project to install solar panels and renewable/low carbon heating systems on to all community buildings in the Parish as this would help to reduce their carbon footprint and also reduce their running costs and increase their sustainability.

*Council **RESOLVED** to add the Solar/renewable energy project on to the IBP.*

22.94 **Reports from Parish Councillors on Meetings attended since 14/07/22**

Planning Committee:

Assets 1/8/22 – inquorate due to holidays and sickness

Planning 8/8/22

Planning 5/9/22

Planning policy team 16/8/22 – BR, JOS and PK attended

Planning 26/9/22

Barratt Homes 5/10/22 – the development will be brought forward in two parts, total of 325 properties. They will attend the planning committee at which it will be decided (28/11/22).

CDC Planning policy team 6/10/22

Community Warden Steering Group – PK & AW attended. Report has been circulated to members.

Village Hall Committee 27/7/22 – Still considering kitchen upgrade and how to fit work on the premises around the pre-school.

*Council **RESOLVED** to appoint Cllr Witcher to the planning committee.*

22.95 **Quarterly Budget update**

Council noted the quarterly report.

Council noted the current budget position which was in line with expectations. We continue to keep a close watch on costs which are increasing and are progressing in our aims to reduce running costs in the future by installing more renewables.

*Council **RATIFIED** the list of payments from 1/7/22 to 30/9/22 totalling **£79,438.42***

22.96 **Skatepark Update**

Councillor Ford had circulated an update following the latest round of workshops. Final designs will be presented at an open public meeting to be held on 26/10/22 from 6pm-9pm at Bracklesham Barn and the public will also be invited to respond with their comments via an on-line portal. Fundraising continues and is going well. Residents have expressed a desire for improved facilities including toilets at Downview – the Assets & Open Spaces committee will pick up investigating the feasibility of this proposal.

22.97 Christmas Lights Update

A number of power supplies are currently not working and we are struggling to get them repaired under the terms of our PFI contract with WSCC, but they will be in hand by the time of the switch-on event on 26/11/22. This will consist of a craft market and funfair in the village centre from 3pm-6pm. The road will be closed from 11am – 8.00pm. Volunteers will be needed from 11am to help set up and clear away.

22.98 Changing Places Toilet Update

We are confident that the new facility can be incorporated within the existing footprint of the barn by reconfiguring the rear changing room spaces. We are currently awaiting draft plans from a Changing Places installer. Once we are confident that these will achieve the required accreditation, we can tender for the necessary building works to accommodate the facility. It is hoped it will be completed by the end of March. The works will be funded by a central government grant administered by CDC.

*Council **RESOLVED** to proceed with inviting quotations for the work once a changing places design has been finalised.*

22.99 To Investigate Setting up a Warm Hub for Winter

We are still awaiting confirmation from WSCC about how they plan to use the libraries over the winter, but we remain confident that if required we can set up a facility in the local area.

22.101 Vision Update

The questionnaire for the shops still needs to be completed before work can be progressed any further.

RF, JOS, JS, DH willing to go around the shops – Clerk will arrange rota and advise volunteers.

22.102 Booker Green Update

Terra Firma have produced a draft design that addresses the feedback from the Vision consultation questionnaire that residents do not wish to see the area changed. The design accords with the design brief council issued in 2020, retaining the existing number of benches and tables but replacing them with very low maintenance alternatives that can withstand the coastal elements, installing low retaining fencing to try and reduce shingle incursion on to the green area to make it easier to mow, incorporating shingle garden areas with native coastal planting where shingle will still drift in order to enhance the area whilst retaining its wild and open character and incorporating a small structure to accommodate memorial plaque requests. A number of councillors had expressed concerns over the proposed design.

Alternative designs had been put forward by a resident. The Clerk requested that detailed plans and a schedule of materials for the alternative proposal be supplied so that we can update Terra Firma with detailed feedback to incorporate into a revised design.

The Clerk reminded council that time was short to progress any work at Booker Green; we have approx. £30k of funding specifically allocated for Booker Green which will be lost if it is not spent before 31/3/23. We also have approx. £120K of CIL receipts that expire in the next 12 months (by end of 2023) which could be allocated towards Booker Green.

The Clerk has instructed the handyman to remove three memorial benches which are no longer safe and will need an urgent plan identified for their reinstatement as relatives will be anxious.

The Clerk requested that a detailed plan and schedule of materials for the alternative design be provided so that the project can be progressed.

22.103 To agree the revised funding proposal for Community Warden Service

The revised funding formula would have little impact upon the budget, so the Clerk recommended that it be approved.

*Council **RESOLVED** to approve the revised contribution formula.*

22.104 To note the conclusion of the annual audit

*Council **NOTED** the external auditors report and the conclusion of the annual audit.*

22.105 To review the charging schedule for Bracklesham Barn

The Clerk had recommended that the charges remain the same for the next year in order to support hirers through the current financial crisis.

*Council **RESOLVED** to maintain hire charges at their present level for another 12 months.*

Minute ref	Action	Responsible
22.93	Add solar project on to IBP	CLERK
22.98	Proceed with requesting quotations for Changing Places Toilet	CLERK
22.101	Arrange rota for shop questionnaire	CLERK
22.102	Provide detailed schedule of materials and plans for Booker Green design	Ian Whittaker
22.103	Advise CDC of approval of community wardens funding	CLERK