

# EAST WITTERING & BRACKLESHAM PARISH COUNCIL



## MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 13<sup>th</sup> JULY 2023 AT 7.00PM AT BRACKLESHAM BARN

### EWBPC COUNCILLORS PRESENT

Brian Reeves (BR)  
Joe O'Sullivan (JOS)  
Doug Holden (DH)  
Richard Ford (RF)  
Deborah Picken (DP)

### OTHER COUNCILLORS PRESENT

Iain Ballantyne CDC Councillor (IB)  
Pieter Montyn WSCC Councillor (PM)  
Elizabeth Hamilton CDC Councillor (EH)

### APOLOGIES

Joanna El-Batal (JEB)  
Danny Grigg (DG)  
Pamela Kensington (PK)  
Emma Cox (EC)  
Mark Chilton CDC Councillor (MC)  
James Salamon (JS)

### ABSENT

IN ATTENDANCE Parish Clerk, Deputy Parish Clerk, 6 members of the public (MoP)

The Chair advised the meeting of the passing of Councillor Alan Witcher on 26<sup>th</sup> June 2023, and requested those present stand for one minute's silence in his memory.

### **23.99** Declarations of Interest and Dispensation Requests

None

### **23.100** Public Questions

Would it be possible to write to the shopkeepers in the village and ask them, if the council were to provide them with a litter picker, would they be willing to collect the litter outside their shop on a daily basis? **BR** Yes, we can ask the question.

For the 80<sup>th</sup> Anniversary of D Day in June 2024 could the planters along The Parade be planted with red, white and blue flowers? **BR** - This would be possible if funds could be raised; some of the planters have memorial plants in them, which would have to be respected.

With the permission of the relatives, would it be possible for a memorial to those lost in the village during the war to be put up in a shop window or attached to flower beds?

**BR** We could work with the school to make it a project.

**23.101 Minutes of the Previous Meeting Held on 8<sup>th</sup> June 2023 ([appendix 1](#))**

The minutes of the meeting held on 8<sup>th</sup> June 2023 were agreed as a true record and signed by The Chair. **Proposed DH Seconder JOS**

**23.102 Chairman's Announcements**

**BR** made a request for representatives to join the Patient Participation Group (PPG) and Community Warden Panel. **JOS** agreed to join the Community Warden Panel and **DH** the PPG.

The Council would like to thank Brad Head for a donation of £350 towards the Food Bank.

As Lockkeeper at Birdham Pool Marina he organised a boat jumble sale at The Marina's recent Boat Festival, raising £350, which he has donated to purchase supplies for the food bank.

The Summer Holiday Club is now fully booked, which is a sign of its popularity and shows obvious need.

**23.103 Update on Actions from Previous Meeting**

All completed except:

23.64: Obtain quotes for shingle clearance to allow beach access. The Clerk is awaiting contractors' quotes.

23.68: To complete the missing information on the Assets Register.

The Clerk is awaiting the RoSPA inspection of the playgrounds; their report will advise on the condition of the equipment.

23.78 – The Clerk is waiting for response from WSCC Highways

23.92 – RF to arrange

23.94 – The Clerk is waiting for Councillors to advise who wishes to attend the meeting.

23.96 – The Clerk is awaiting a response from DG

**23.104 Reports from District & County Councillors**

**IB** – 2300 issues have been raised following the consultation on the Local Plan and 150-200 people raised questions, all of which require a response; the process is ongoing. There will be an update on 18<sup>th</sup> July, however it looks unlikely for a September decision – **BR** Do you have a date when a decision will be made, as we are waiting to recommence our own Neighborhood Plan? **IB** Later this year.

**EH** is now on the committee for Housing, Communities, Culture and Support. At the last meeting there was a discussion about cost-of-living crisis and how CDC are helping. The Supporting You Leaflet has been circulating for 6-8 months. The Supporting You Team has 5 members of staff to help; would anyone be able to distribute the leaflets at the local school? **BR** Will take them into school.

**PM** National Highways has published its Strategic Roads Network Strategies for England. The Chichester bypass is now relegated to the fourth Roads Investment Strategy (RIS 4 2030 – 2035) The Council agreed to write to our MP Gillian Keegan, to ask her to urge the Secretary of State to review this.

**23.105 Reports from Parish Councillors on meetings attended since 08/06/23**

**Planning Meetings (05/06/23 & 26/06/23)** 11 Applications were considered with no objections to 9 and 2 objections Ref 23/01064/FUL Land South of Tranjoen & Ref 23/01054/DOM Beach House Barn Walk

**Assets & Open Spaces Meeting (27/06/23)** Changing Place Toilet Contract awarded to supplier A. CCTV Upgrade Contract awarded to Supplier C.

**DH** attended The Safer Roads Through Citizen Partnership with Communities Conference. There are several Speed Watch groups in the area and he is going to spend a morning with the Westgate group, then seek volunteers to set up our own group. Clerk to forward the list of volunteers compiled before Covid.

**BR** attended The Village Hall meeting; the committee is looking to refurbish the kitchen.

The Village Hall is now starting to run at a loss; the committee is looking at ways to generate extra income and cut expenditure.

**JOS** attended the BREW Vision Meeting. The working party is reviewing the questionnaires and making arrangements for them to be distributed to retailers.

**23.106 Budget Update**

1. Bank reconciliation approval ([appendix 2.1](#))
  2. Statement of current financial position and budget monitor ([appendix 2.2](#))
  3. Summary of payments made between 01/06/23 and 31/06/23 ([appendix 2.3](#))
- Council **APPROVED** the list of payments from 01/06/23 to 31/06/23 totalling £39,651.28

Proposed **JOS** Seconder **DH**

**BR** The quarterly review shows income and expenditure standing steady.

Bracklesham Barn bookings are improving, and the finances are roughly where they were budgeted to be.

**23.107 To Consider the recommendations of the Assets & Open Spaces Committee regarding the provision of a new CCTV system at Bracklesham Barn.**

The Council **RATIFIED** the recommendation of the Assets and Open Spaces Committee.

**23.108 To Consider the recommendations of the Assets & Open Spaces Committee regarding the provision of a Changing Places Toilet at Bracklesham Barn.**

The council **RATIFIED** the recommendation of the Assets and Open Spaces Committee.

**23.109 To consider volunteers to enable the return of the Community Cinema**

**JOS, DH** and **RF** all volunteered. **RF** also advised that **DG** and **JS** would be willing to volunteer.

**23.110 To agree to amend the dates of the Planning Committee meetings due to be held on 28/08/23 and 01/04/24**

Council **AGREED** to move the dates to 29/08/2023 and 02/04/2024

**23.111 To consider the Outline Business Plan for a signalled crossing on Bracklesham Lane**

**PM** gave the background; originally pressure for a crossing has arisen with the new housing and Co-op. The original desk exercise concluded that this would not be possible due to various dropped kerbs and road junctions. **PM** asked an officer to attend site, who then suggested the possibility of traffic signals at the crossroads, incorporating a pedestrian crossing. To enable this to move forward the PC would be required to complete a business case and have the support of PM. **JEB** has completed an outline business case and Council **AGREED** to support this to enable the next step to be taken.

**23.112 To consider supporting the GLaM Links Across the Manhood**

Vicky Middleton (Deputy Clerk) attended this meeting. The proposed cycling route would start at RSBP Earnley, pass through Bracklesham and East Wittering and finish at West Wittering. This would mean widening the gap between one set of barriers, removing another set on The Beeches Development and amending some signage.

The council **AGREED** to check with the Community Warden to see if this would be acceptable and if so, **SUPPORT** the proposed cycle route.

**23.113 To amend the EWBPC Co-option Policy**

The council **AGREED** to amend the wording of the policy to voting via secret ballot and not a show of hands.

**23.114 To consider a date for the Skatepark Public Consultation.**

The council **AGREED** to the 12<sup>th</sup> September 2023 for the Skatepark Public Consultation.

**23.115 \* To consider the recommendations of the Staffing Committee Report.**

The council **AGREED** to move this agenda item to the meeting to be held on 14<sup>th</sup> September 2023.

The Meeting closed at 20.00

Minute ref	Action	Responsible
23.100	Write to the shopkeepers in the village and ask them, if the council were to provide them with a litter picker, would they be willing to collect the litter outside their shop on a daily basis?	The Clerk
23.104	Write to our MP Gillian Keegan, to ask her to urge the Secretary of State to review the Chichester bypass being relegated to the fourth Roads Investment Strategy (RIS 4 2030 – 2035)	The Clerk
23.107	Award the CCTV contract to supplier C	The Clerk
23.108	Award the Changing Places Toilet contract to supplier A	The Clerk
23.112	Advise GLaM that Council will support the Ben Way cycle route.	The Clerk
23.113	Amend the wording of the Co-Option Policy	The Clerk

The date of the next meeting is Thursday 14<sup>th</sup> September 2023 at 7.00pm, Bracklesham Barn

T. Glithero

T Glithero, Parish Clerk, 17<sup>th</sup> July 2023