

# EAST WITTERING & BRACKLESHAM PARISH COUNCIL



## MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 9<sup>th</sup> NOVEMBER 2023 AT 7.00PM AT BRACKLESHAM BARN

### **EWBPC COUNCILLORS PRESENT**

Brian Reeves (BR)  
Pamela Kensington (PK)  
Joanna El Batal (JEB)  
Joe O'Sullivan (JOS)  
Deborah Picken (DP)  
Richard Ford (RF)  
Beverley Ford (BF)

### **OTHER COUNCILLORS PRESENT**

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

### **APOLOGIES**

James Salamon (JS)

### **ABSENT**

Danny Grigg (DG)

### **IN ATTENDANCE**

Parish Clerk, Deputy Parish Clerk, 3 members of the public (MoP)

### **23.160 Apologies**

James Salamon

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

None

### **To Consider the Cooption of a New Councillor**

Christopher Ford addressed the meeting

A vote was taken with 7 votes in favour.

Christopher Ford was co-opted onto EWBPC and signed his Declaration of Acceptance to Office.

### **23.162 Public Questions**

None

### **23.163 Minutes of the Previous Meeting Held on 12<sup>th</sup> October 2023 ([appendix 1](#))**

The minutes of the meeting held on 12<sup>th</sup> October 2023 were agreed as a true record and signed by The Chair.

### **23.164 Chairman's Announcements**

The Chair thanked Andrew Griffith and Chris from the British Legion for putting up the poppies.

Concerns were raised about the recent flooding as this is continually happening. The

Council **RESOLVED** to write to our MP and include pictures, to ask her to intervene, with copies to be sent to Highways, the County Council and The Chichester Observer.

Earnley Parish Council has approached the Council as it would like to install a concrete base with two cycle toast racks on the grass verge on Bracklesham Lane adjacent to the bus stop near Bracklesham Bay Tea Rooms, to improve access to the bus service for their residents. Earnley PC will be responsible for future maintenance. The Council **AGREED** to support the project.

### **23.165 Update on Actions from Previous Meeting**

All completed except:

23.92 – Set up a working party to raise funds to build a long-term solution to beach access - RF to arrange

23.96 – To provide a request for quotation form - The Clerk is awaiting a response from DG

### **23.166 Reports from District & County Councillors**

**PM** – WSCC is currently reviewing its budget. Presently, adult and children's social care are the greatest spends, with highways being third; the work is ongoing to provide a balanced budget.

**IB** – CDC is currently reviewing its budget and has set up a special committee. The Council had been over cautious with the reserves they had put aside for Covid and may be able to return £8 million into general reserves. West Wittering Parish Council has completed its Neighborhood Plan, which is currently out for consultation.

**EH** – CDC is about to go to consultation regarding the increase in car parking charges.

### **23.167 Reports from Parish Councillors on meetings attended since 12/10/2023**

#### **Planning Meeting (30/10/23)**

5 Applications were considered, with no objections.

#### **Assets and Open Spaces Meeting (6/11/23)**

Bookings at The Barn continue to rise, with income from ad hoc bookings nearly at a level with regular hirers. Still awaiting quotes for upgrade of Downview Pavilion; we have the quotes for the upgrade of the play area but need both projects to work in tandem. Stones have been removed from Booker Green; Hot coals bin will be installed at the beginning of the summer season; we are awaiting another two quotes for the retaining wall.

**DH** – Had a meeting with our PCSO, who is being dispatched to other areas as staff numbers are low. DH is looking at other options to set up the speed watch group.

### **23.168 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 01/10/23 and 31/10/23 ([appendix 2.3](#))

Council **APPROVED** the list of payments from 01/10/23 to 31/10/23, totalling £42,258.07.

**BR** – The council is currently setting its budget for next year. The pressures on our budget are being heightened, with utilities increasing by 180%, our contributions to the Youth Worker and Community Warden have an anticipated 5% increase. Holiday Club grants are disappearing; the Parish Council will need to support this itself. We were charging £10 a day and will have to look at increasing this to £20 or £25 a day. Our income is holding steady, thanks to the work of Vicky & Tracey.

**RF** – could we have a meeting to discuss the budget only? The council agreed to set this in place.

**23.169 To Consider a Traffic Regulation Order for Clappers Lane**

**JEB** – Concerned about the safety of Clappers Lane as the majority of it has no kerbs or yellow lines. There is currently parking on the pavement, which is causing pedestrians to walk in the road. This has the potential to cause health & safety issues, with the works traffic for the building of the new housing development and the potential redevelopment of the Medmerry Holiday Village. **JEB** would like to raise a business case for a Traffic Regulation Order on Clappers Lane to address these issues.

The Council **AGREED** for the business case to be written. **JEB** to inform Earley Parish Council of her intention.

**23.170 To Consider a response to continue with the Mobile Waste Recycling Service.**

The Council **AGREED** to defer the decision to the December meeting, once the budget figures have been agreed.

**23.171 To Consider a response to WSCC Active Travel Strategy**

The Council **AGREED** to respond, requesting a cycle lane between East & West Wittering be considered.

**23.172 To Consider a Community Orchard at Bracklesham Park**

After discussion, the Council **AGREED** to providing a Community Orchard at Bracklesham Park.

**RF & JEB** will be moving this project forward.

Deputy Clerk to provide contact details of Mike Pearce to RF & JEB

**23.173 To consider the requests for Community Grants from The Barn Bowls Social Group and The Witterings Twinning Association**

The Council **AGREED** to defer making a decision until the December meeting, once the budget figures have been agreed.

**23.174 To review the contract for the Parish Office Printer**

The quotations were discussed and it was **RESOLVED** to award the contract to supplier F, with a refurbished machine.

**23.175 To rescind the resolution 23.48 April 2023 to grant East Wittering & Bracklesham Primary School £20,000 towards the costs of refurbishing the swimming pool.**

The Council **AGREED** to rescind the resolution.

**23.176 Staffing Matter to note the conclusion of the 2023-24 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 1<sup>st</sup> April 2023.  
The Meeting closed at 8.45pm

Minute ref	Action	Responsible
23.164	Write to our MP regarding flooding issues	Clerk
23.164	Advise Earnley Parish Council that Council has agreed to support its cycle rack project	Clerk
23.168	Arrange a Council meeting to discuss the budget	Clerk
23.169	Write a business case for a traffic regulation order on Clappers Lane	JEB
23.169	Advise Earnley Parish Council on traffic regulation order plans	JEB
23.171	Respond to the WSCC Active Travel Strategy	Clerk
23.172	Provide a Community Orchard at Bracklesham Park	RF, JEB, Deputy Clerk
23.174	Advise Supplier F they have been awarded the contract for the new office printer	Clerk

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



T Glithero, Parish Clerk, 13<sup>th</sup> November 2023.