



EAST WITTERING & BRACKLESHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY 11th SEPTEMBER 2025 AT 7.00PM AT BRACKLESHAM BARN, BEECH AVENUE, BRACKLESHAM PO20 8HU.

EWBPC **COUNCILLORS** **PRESENT**

Brian Reeves (Chair)
Beverley Ford (BF)
Pamela Kensington (PK)
Doug Holden (DH)
Victoria Ford Coates (VFC)
Joanna El-Batal (JEB)
Joe O'Sullivan (JOS)
Deborah Picken (DP)

OTHER **COUNCILLORS** **PRESENT**

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

APOLOGIES

Richard Ford (RF) Chris Ford (CF)

ABSENT

Danny Grigg (DG)

IN ATTENDANCE

Parish Clerk (TG), Deputy Clerk (VM) 1 Member of the Public

25.98 **Apologies** - The apologies for absence were approved. For: 8 Against: 0 Abstained: 0

25.99 **Declarations of Interest and dispensation requests** - None

25.100 **Public Questions**

Are the Parish Council aware of the number of sewage discharges since 29th August?

Although the outlet is in Sandown on the Isle of Wight the Council will write to Southern Water expressing our concern.

Would it be possible for the Shore Road speed limit to be reduced to 15/20 mph during the summer season.

To do this we would have to request a Traffic Regulation Order from West Sussex County Council Highways Team. Prior to this we would have to monitor the speed of traffic on Shore Road over a year and fund a public consultation to ensure the speed reduction has the support of the majority of the community. It is possible however it will take a lot of work. The Council are unsure whether in fact, when the road is busy with pedestrians and parked cars in the summer months reaching a speed of 15mph is possible. The situation will be monitored.

25.101 Minutes of the Previous Meeting Held on 10th July 2025 ([appendix 1](#))

The minutes of the meeting held on 10th July 2025 were agreed as a true record and signed by The Chair.

25.102 Chairman's Announcements

The Chichester District Council Local Plan has now been approved with no housing allocation for East Wittering & Bracklesham.

Condition 22 (regarding sewage) for the Fossil Bay development on Clappers Lane has not been discharged until it has been the properties will not be occupied.

Witterings Place development on Church Road is still waiting for the resolution of the sec 106 regarding social housing.

Thank you to the volunteers and stall holders for attending the Community Picnic. In particular the Clerks without whom it would not have happened.

There is to be a change in the Community Warden covering our areas. Barry Faust will be joining us later this month.

25.103 Update on Actions from Previous Meeting

An update had been previously issued ([appendix 2](#))

25.104 Reports from District & County Councillors

PM The Councils are now close to concluding the business case for the government reorganisation with two options, either two or a single unitary council. The preferred option will be determined later this month which must be submitted to government by the 26th September. The government will then review the proposals and initiate a public consultation. Throughout this process, the officers and chief executives of the eight councils have collaborated effectively and constructively.

IB Reiterated how well the councils had worked together on the business case for the government reorganisation. Although the Local Plan has been accepted CDC were only able to demonstrate just over a 5 year land supply this therefore may be challenged. A grant is now available for businesses to help support the night-time economy.

EH Nothing to add

25.105 Reports from Parish Councillors on meetings attended since 10th July 2025

Planning

14th July only objection 1&2 Azara Parade – conversion to C3 (residential) from A3 (commercial).

4th August the only objection was to an amendment of Azara Parade application

26th August no objections.

Assets and Open Spaces

4th August – The ROSPA reports were discussed, and it was agreed to move the bins at Downview.

Investments Committee

11th August – agreed to drop the minimum holding in the Lloyds account to £25,000. CCLA have slightly increased their charges.

Communications Committee

11th August – next newsletter to be issued in October.

PPG Meeting

JEB & DH attended– Flu jabs will be taking place in Oct. Residents are being encouraged to use the NHS app. In line with the 10 year plan changes will be made to the process of booking an appointment.

25.106 Budget Update

1. Bank reconciliation approval for August 2025 ([appendix 3](#))
2. Statement of current financial position and budget monitor ([appendix 3.1](#))
3. Summary of payments made between 01/07/2025 and 31/07/2025 ([appendix 3.2](#))

Council **APPROVED** the list of payments from 01/07/25 to 31/07/25, totalling £50,025.31

4. Summary of payments made between 01/08/2025 and 31/08/2025 ([appendix 3.3](#))

Council **APPROVED** the list of payments from 01/08/25 to 31/08/25, totalling £36,567.50

25.107 To note the conclusion of the annual audit

Council NOTED the conclusion of the annual audit.

25.108 To note that Councillor Ford has verified the bank reconciliations for the first quarter of the 2025/26 financial year and no exceptions were found.

The council NOTED that BF had verified the bank reconciliation for the 1st quarter of 2025/26.

25.109 To note Bracklesham Barn's entry onto the Safe Spaces Register

Council NOTED the use of Bracklesham Barn as a Safe Space.

25.110 To note the ROSPA Reports

The recommendations were NOTED.

25.111 To consider the recognition of the community contribution of Shells Toy Shop

The contribution as NOTED.

25.112 To consider a contribution to the MPP Project Officer Funding

Council AGREED to the contribution for 2026

25.113 To suspend Financial Regulations regarding the purchase of a new bus shelter

Council AGREED to suspend the Financial Regulation solely for the purpose of the removal and installation of the new bus shelter in Stocks Lane. Due to regulatory requirements and current market conditions, the Clerk has been able to obtain only a single quotation for the required works. Full Council approval will be sought for the exact costings at the meeting held on 9th October 2025.

25.114 To consider submitting an Expression of Interest in the CDC Assets Transfer Programme

Council AGREED to the previously submitted Expression of Interest for Bracklesham Barn and Park and AGREED to submit an Expression of Interest for Kozy Kot.

25.115 To consider contributing to the costs of running The Help Hub

The decision was deferred to the October meeting. The PC requested that a representative from Selsey Community Forum be invited to attend the meeting in October to enable questions to be raised.

25.116 To determine the allocation of funds raised from the tombola at the community picnic

The Council AGREED to allocate the funds to a Christmas afternoon tea for residents.

25.117 To consider the recommendations of the Staffing Committee Report

The meeting went into closed session.

Council **NOTED** the recommendation of the Staffing Committee and **RESOLVED** that the pay awards be adopted.

The meeting closed at 7.45pm

| Minute ref | Action | Responsible |
|------------|---|-------------|
| 25.100 | Write to Southern Water to express concerns regarding the sewage discharges | The Clerk |
| 25.114 | Submit an expression of interest for Kozy Kot | The Clerk |
| 25.115 | Invite a representative from The Selsey Community Forum to attend the October meeting | The Clerk |
| 25.116 | Organise a Community Christmas Afternoon Tea | The Clerk |

The date of the next meeting is Thursday 9th October 2025 at 7.00pm, Bracklesham Barn



T Glithero, Parish Clerk, 15th September 2025.