



EAST WITTERING & BRACKLESHAM PARISH COUNCIL

MINUTES OF THE ASSETS AND OPEN SPACES COMMITTEE MEETING HELD ON 3rd November 2025 at 2.00pm AT BRACKLESHAM BARN.

Present:

Brian Reeves (BR)
Doug Holden (DH)
Chris Ford (CF)
Joanna El-Batal (JEB)
Richard Ford (RF)

Absent: None

Also in attendance:

Tracey Glithero, (TG) Parish Clerk
0 Members of the Public

25.22 Apologies for Absence – None

25.23 Declaration of Interest – None

25.24 Minutes of the meeting held on 4th August 2025

The minutes of the meeting held on 4th August 2025 were agreed as a true record of the meeting.

25.25 To receive an update on Bracklesham Barn

25.25.1 – Finances – The current financial position was noted.

25.25.2 – Solar Update – The electricity bill savings were noted.

25.25.3 – Yeep Locker – The Committee are happy for The Clerk to explore the possibility of hosting a Yeep Locker at Bracklesham Barn.

25.25.4 – Improvement Works – The Committee are happy for The Clerk to obtain quotes for re-decoration, carpet cleaning, curtain cleaning and replacing some sections of the concrete cladding to the outside of the building.

25.26 To receive an update on Bracklesham Park.

25.26.1 – Potential Cricket Pitch – This is progressing with West Wittering Cricket Club currently in discussions with Wittering United and Bracklesham Youth Football Teams to ensure fixtures do not clash.

25.27 To receive an update on the Downview Open Space.

25.27.1 – Solar Street Lighting – 3 are no longer working, an initial check has been completed which suggests they need replacing. The Clerk to investigate when they were installed, by whom, whether they are still within guarantee and ownership. The Committee also agreed to paint the drop down posts with luminous paint to enable them to be seen better in the dark.



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25.28 To receive an update on Booker Green

25.28.1 - Memorial Area – 2 quotes have now been received, The Committee felt that the area would be too large, however Cllr. Ford felt that more could be done to better utilise, he will put together a design to be agreed and costed at the next meeting.

25.29 – Urgent Matters Not Already Covered by The Agenda.

25.29.1 – Plumbing at Downview Pavilion – There are currently two leaks, one in the outside toilet (which was not part of the refurbishment) and one in the kitchen – The Committee are happy for the repairs to be carried out.

25.29.2 – Tree Planting Outside the Co-op In Bracklesham – We are unable to proceed with the tree planting scheme as a mains gas pipe runs beneath the area. The Committee agreed to investigate placing boulders on the site to stop the parking on the grass. Cllr. Holden to investigate costs, The Clerk to request permission from WSCC once costs have been established.

25.29.3 – Tree Planting at The Beeches Development – Cllr. Holden has been approached by a resident regarding the original tree planting scheme at the development. The Committee are unable to assist as the development is privately owned. It was suggested that the resident contact Chichester District Council Planning Enforcement.

Minute Ref:	Action	Responsible
25.25.3	The Committee are happy to explore the possibility of hosting a Yeep Locker at Bracklesham Barn	The Clerk
25.25.4	The Committee are happy to obtain quotes for re-decoration, carpet cleaning, curtain cleaning and replacing some sections of the concrete cladding to the outside of the building.	The Clerk
25.27.1	To investigate when they were installed, by whom, whether they are still within guarantee and ownership. Paint the drop down posts.	The Clerk
25.28.1	Produce a plan to further utilise the potential memorial area at Booker Green.	Richard Ford
25.29.2	Investigate the costs for the provision of boulders to stop parking on the grassed area outside The Co-op Bracklesham	Doug Holden

The next meeting will be held on 2nd February 2025 at 2.00pm, Bracklesham Barn.

T. Glithero

T Glithero Parish Clerk

Bracklesham Barn, Beech Avenue, Bracklesham Bay, East Wittering, PO20 8HU
Telephone: 01243 673588. enquiries@eastwitteringbrackleshampc.org.uk

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Bracklesham Barn, Beech Avenue, Bracklesham Bay, East Wittering, PO20 8HU
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VAT reg. no. 135837105