



MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY
12th FEBRUARY 2026 AT 7.00PM AT BRACKLESHAM BARN, BEECH
AVENUE, BRACKLESHAM PO20 8HU.

EWBPC

COUNCILLORS

PRESENT

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

OTHER

COUNCILLORS

PRESENT

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

APOLOGIES

Chris Ford (CF)

ABSENT

IN ATTENDANCE Parish Clerk (TG), Deputy Clerk (VM) 4 Members of the Public

26.001 Apologies - The apologies for absence were approved. For: 9 Against: 0 Abstained: 0

26.002 Declarations of Interest and dispensation requests

No dispensation requests were made.

26.003 Public Questions

When are the Parish Council going to clear their side of the ditch at Bracklesham Park?
The ditch is monitored to ensure that the water continues to flow, we are unable to bring machinery onto the field as it is so wet and will not be able to clear during bird nesting season however it is on our to do list.

With the winters getting wetter and flooding more common could the Parish Council insist that Willow trees are planted where hedgerows are removed?

Whilst we sympathise as a Parish Council, we do not have any power to act. Please raise the issue with your Chichester District Council Councillors.

How can the Parish Council improve beach access?

The beach is the responsibility of Chichester District Council and not the Parish Council. Access has become more difficult since CDC closed the Foreshore Office. As a Parish Council we used to pay to clear access at Legion Way and Booker Green and CDC paid for the Foreshore Office to clear at Bracklesham. However, since the closure of the Foreshore Office due to very limited funds we can now only clear an access route in Bracklesham a few times a year. To do this we have to request a licence from CDC and

use an approved contractor. We do the best we can within tight budget restrictions. Please speak to your Chichester District Councillors.

26.004 Minutes of the Previous Meeting Held on 11th December 2025 ([appendix 1](#))

The minutes of the meeting held on 11th December 2025 were agreed as a true record and signed by The Chair.

26.005 Chairman's Announcements

None

26.006 Update on Actions from Previous Meeting

All actions completed

26.007 Reports from District & County Councillors

PM - Sussex has reached a significant milestone in its devolution journey, with government laying the Statutory Instrument in parliament that will formally establish the Sussex & Brighton Combined County Authority. This is the final legislative step and will enable the new Mayoral Combined Authority to be created this spring.

Since the start of February alone WSCC have cleared more than 2,000 drainage gullies and repaired more than 1,500 potholes. There are 22 teams working throughout the week, including evenings and weekends responding to issues as needed. Unfortunately, some members of staff have received abuse, this will not be tolerated. Due to the high volume of works it will take longer to respond to non-urgent enquiries.

The East Wittering Library will be closed from 2nd to the 21st of March for refurbishment. Works will total £30,000 being paid for from developer contributions.

The budget meeting will be held next week.

SGN will be closing the road in Donnington for 7 weeks whilst replacing a gas main. PM is working with the bus company, refuse collection and other agencies to try and solve any potential issues.

IB – Food waste collection will be commencing in March.

The changes to the NPPF have increased the housing supply buffer to 20%, in order to achieve this CDC will need to boost its housing supply and work proactively now. This means taking a positive stance to aim to achieve and then maintain a robust 5 year supply after 1st July 2026. A new Housing Delivery Statement will go to public consultation shortly.

The budget will be reviewed early March.

EH – Social housing will soon be available in West Wittering and Birdham anyone with a local connection is urged to join the housing list to try and ensure local homes go to local people. A Housing Roadshow will be coming to local events starting in the summer months.

26.008 Reports from Parish Councillors on meetings attended since 11th December 2025

2 Planning Committee Meetings held on 19th January and 9th February 2026 7 applications were considered with no objections.

Assets and Open Spaces Committee meet on 2nd February 2026. The Committee agreed to use General Reserves to replace the cladding on The Barn and reallocate the EMR for the Neighbourhood Plan and Downview Renewal for recordation, carpet and curtain cleaning. This will come back to Full Council to be ratified once quotes had been obtained.

The Committee agreed to trail Dog Fouling Wardens, with visible signage advising of their existence and to run a social media campaign regarding dog fouling.

The Committee agreed the Memorial Garden project should go ahead. Requesting that the shape should be oval and not round. This will come back to Full Council to be ratified once new quotes had been received.

The Clerk is investigating placing boulders outside the Co-op in Bracklesham to prevent parking once WSCC have made good the area as well as repairing or replacing the benches on Kosy Kot and Bracklesham sea wall where the concrete has blown due to adverse weather.

PK had been unable to join the CDALC meeting due to technical errors – the minutes will be forwarded once received.

DH attend the PPG meeting – the online booking system is now in place, there is a large number of appointment no shows.

26.009 Budget Update

1. Bank reconciliation approval for December 2025 and January 2026 ([appendix 2, 2.1](#))

2. Statement of current financial position and budget monitor ([appendix 2.2](#))

3. Summary of payments made between 01/12/2025 and 31/12/2025 ([appendix 2.3](#))

Council **APPROVED** the list of payments from 01/12/25 to 31/12/25, totalling £28,563.44

4. Summary of payments made between 01/01/2026 and 31/01/2026 ([appendix 2.4](#))

Council **APPROVED** the list of payments from 01/01/26 to 31/01/26, totalling £21,849.09

5. The Quarter 3 Financial Report was noted. ([appendix 2.5](#))

26.010 Review the following policies and Risk Assessments: Community Grant Policy, Equal Opportunities & Diversity Policy, Health & Safety Policy, Model Publication Scheme, Member Officer Protocol, General Risk Assessment.

Council **REVIEWED** the Policies

26.011 Adopted the following Policies to bring EWBPC in line with Data Protection Regulation: Data Retention and Disposal Policy, IT Policy (amendment to existing policy), Subject Access Request Policy, Data Breach Policy.

Council **ADOPTED** the Policies

26.012 Agree to amend the time of future Investment and Communications Meetings.

Council **AGREED** to amend the timings of future Committee Meetings

26.013 Agree new Energy Contracts

Council **AWARDED** the contract to supplier B

26.014 Consider launching a Community Awards Scheme

Council **AGREED** to launch a Community Awards Scheme.

BF, VFC, BR agreed to be part of the Working Party

The meeting closed at 7.55pm

Minute ref	Action	Responsible
26.013	Award the new energy contracts to supplier B	The Clerk
26.104	Launch a Community Awards Scheme	The Clerk

The date of the next meeting is Thursday 12th March 2026 at 7.00pm, Bracklesham Barn



T Glithero, Parish Clerk, 16th February 2026