



## EAST WITTERING & BRACKLESHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON THURSDAY  
12<sup>th</sup> MARCH 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)  
Deborah Picken (DP)  
Joe O'Sullivan (JOS)  
Katy Spragg (KS)

### **OTHER COUNCILLORS PRESENT**

Iain Ballantyne CDC Councillor (IB)  
Elizabeth Hamilton CDC Councillor (EH).

### **APOLOGIES**

Chris Ford (CF)  
Doug Holden (DH)  
Joanna El-Batal (JEB)  
Victoria Ford Coates (VFC)  
Richard Ford (RF)  
Pieter Montyn WSCC Councillor (PM)

### **ABSENT**

None

### **IN ATTENDANCE**

Parish Clerk (TG), Deputy Clerk (VM) 3 Members of the Public

**26.015 Apologies** - The apologies for absence were approved. For: 5 Against: 0 Abstained: 0

### **26.016 Declarations of Interest and dispensation requests**

No dispensation requests were made. JOS declared an interest in the Stubcroft Farm Planning Application.

**26.017 Public Questions** - None

### **26.018 Minutes of the Previous Meeting Held on 12<sup>th</sup> February 2026 ([appendix 1](#))**

The minutes of the meeting held on 12<sup>th</sup> February 2026 were agreed as a true record and signed by The Chair.

### **26.019 Chairman's Announcements**

We are making arrangements for the first beach clearance at Bracklesham and are hoping this will be before the Easter Holidays.  
The Parade Wall – WSCC have received a quote for the repairs, currently this is above their budget. We will continue to advocate on behalf of our residents.

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

All actions completed

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

IB – CDC have approved their budget; food waste collection will be rolled out by May with the exception of a few very rural areas. Hyde have been awarded £500,000 to support the building of 15 social homes for rent in Birdham. Currently waiting for a construction management plan for the build at Main Road Birdham.

EH – CDC has released funds from reserves for leisure centres, an enterprise hub and towards updating the CDC owned social housing.

## **26.022 Reports from Parish Councillors on meetings attended since 12<sup>th</sup> February 2026**

Planning Committee Meeting was held on 2<sup>nd</sup> February - 4 applications were considered with no objections.

Summer Picnic Working Party Meeting was held on 19<sup>th</sup> February – This year the event will be held on 15<sup>th</sup> August, will be on the main field only, we will have the addition of a car boot area, craft stalls area. An outside company will be bringing in a circus skills workshop. – Planning for event continues.

BR, BF and VFC attended the Village Hall meeting, the main topic for discussion was trying to improve facilities for the pre-school.

BR attended a Chairs meeting mainly focusing on the changed to NPPF.

DP attended a GLAM meeting the main discussion was regarding Manhood green links accessibility, the Church Commission will not approve cycleways on land they own. The Traffic Hotspots Map has been updated.

## **26.023 Budget Update**

1. Bank reconciliation approval for February 2026 ([appendix 2](#))
2. Statement of current financial position and budget monitor ([appendix 2.2](#))
3. Summary of payments made between 01/02/2026 and 28/02/2026 ([appendix 3.3](#))

Council **APPROVED** the list of payments from 01/12/25 to 31/12/25, totalling £12,487.63

The 2<sup>nd</sup> budget sheet issued to Councillors ([appendix 3.4](#)) shows an overall underspend of just under £9000 which will go back into general reserves. Council AGREED to earmark £2000 for summer picnic. The Chair thanked the officers for their hard work throughout the year keeping spending within budget.

## **26.024 To Consider the Co-option of a New Parish Councillor**

KS addressed the meeting.

A vote was taken 4 for 0 against 1 abstained

KS was Co-opted onto East Wittering and Bracklesham Parish Council and signed the Declaration of Acceptance of Office.

**26.025 To Agree an EWBPC response to the following Planning Applications**

Ref. No: 24/01005/FULEIA Land At Stubcroft Farm Stubcroft Lane East Wittering Chichester West Sussex PO20 8PJ [Erection of 268 no. residential dwellings \(including affordable housing\), associated highway and landscape works, open space and flexible retail and community floorspace \(Use Classes E and F\).](#)

Ref. No: 24/01004/OUTEIA Land At Stubcroft Farm Stubcroft Lane East Wittering Chichester West Sussex PO20 8PJ [Outline application \(with all matters reserved except for Access\) for the construction of sheltered living accommodation.](#)

24/01044/FULEIA [Change use of agricultural land to public open space.](#) | Land At Stubcroft Farm Stubcroft Lane East Wittering Chichester West Sussex PO20 8PJ

Council **Approved** the objection statement ([appendix 3](#))

**26.027 Review of Standing Orders**

Council REVIEWED the Standing Orders. BF requested the document be amended to contain more gender-neutral language.

**26.028 Update on the EWBPC Business Plan**

Council REVIEWED the Business Plan. The Clerk to update where necessary.

**26.029 To Agree to Renew our Contract with Mulberry Local Services Authority Ltd as our Internal Auditors for the years 2026-2029**

Council AGREED to renew the contract with Mulberry Local Services Authority for an additional 3 years

**26.030 To Agree to release £150 from General Reserves to assist Youth Dream in the delivery of the Swim Project.**

Council AGREED to release £150 from General Reserves.

**26.031 To Agree to Suspend Standing Orders for item 26.032 as only two quotes can be obtained.**

Council AGREED to suspend Standing Orders for agenda item 26.032

**26.032 To Agree the contractor to carry out the works to replace the cladding on Bracklesham Barn**

Council AWARDED the contract to supplier A

**26.033 To Ratify the Decision of the Assets and Open Spaces Committee to release funds**

**from the General Reserves to replace the cladding on Bracklesham Barn and Confirm the Amount to be Released**

Council RATIFIED the decision and AGREED to release £8000 from general reserves.

**26.034 To Agree the contractors for the Decorating and Carpet and Curtain Cleaning at Bracklesham Barn**

Council AWARDED the contract to for the cleaning to contractor A

Council AWARDED the contract to for the decorating contractor C

**26.035 To Ratify the Decision of the Assets and Open Spaces Committee to reallocate the EMR for the Neighbourhood Plan and Downview Renewal for the decorating, carpet and curtain cleaning and to Confirm the Amounts to be Released from each EMR**

Council RATIFIED the decision and AGREED to release £3000 from the Neighbourhood Plan EMR and remaining requirement from the Downview Renewal EMR.

The meeting closed at 7.45pm

Minute ref	Action	Responsible
26.023	Add £2000 from the budget underspend into the EMR for The Summer Picnic	The Clerk
26.024	Advise Electoral Services of the appointment of a new Councillor	The Clerk
26.025	Submit EWBPC objections to the planning applications at Stubcroft Farm	The Clerk
26.027	Amend the Standing Orders	The Clerk
26.028	Update the Business Plan	The Clerk
26.029	Award the Internal Auditor Contract to Mulberry Local Services Authority Ltd	The Clerk
26.030	Award Youth Dream £150 towards The Swim Project	The Clerk
26.033	Award the contract to replace the cladding at Bracklesham Barn to supplier A	The Clerk
26.034	Award the contract for the carpet & curtain cleaning at Bracklesham Barn to supplier A	The Clerk
260.34	Award the contract for the decorating of Bracklesham Barn to supplier C	The Clerk

The date of the next meeting is Thursday 9<sup>th</sup> April 2026 at 7.00pm, Bracklesham Barn



T Glithero, Parish Clerk, 17<sup>th</sup> March 2026