

**Minutes of the Meeting of Chidham & Hambrook Parish Council  
in the Chidham & Hambrook Village Hall on 1<sup>st</sup> December 2016 at 7.00pm**

**Present:**

Cllr Cliff Archer (Chairman)	Cllr Andy Collins (Vice-Chairman)
Cllr Barry Leighton	Cllr Linda Wilkinson
Cllr Jane Towers	Cllr Ina Littlefield
Cllr Philip McDougall	Cllr Stephanie Cecil
Cllr Geoffrey Hyde	

**In attendance:** The Clerk: Caroline Davison, Cllr Penny Plant (CDC), Cllr Myles Cullen (CDC)  
Cllr Ms Sandra James (WSSC), 4 members of public.

**143-16 Apologies for absence:**

Apologies received from Cllr Jacky Sheppard. All other Parish, District and County Councillors present.

**144-16 Declaration of Interests and Granting of Dispensations if any:**

- a) There were no declarations of interest
- b) There were no dispensation requests

**145-16 Minutes**

**Resolved** that the Minutes of the Parish Council Meeting held on 3<sup>rd</sup> November 2016 were a true and accurate record and signed by the Chairman.

**146-16 Public Forum**

No matters were raised.

**147-16 Public Consultation on the proposed expansion of Primary and Secondary Schools in West Sussex for 2017**

It was noted that the deadline for comments in respect of the public consultation was 21<sup>st</sup> December 2016. A proposal was put forward in the consultation to expand the number of pupils at the school. A lengthy debate was held with input from various parties including the Headteacher and Chair of Governors from Chidham Parochial Primary School, Parish Councillors, County and District Councillors and members of the public. It was acknowledged that in principle the expansion to the school makes the school more viable and will mean that primary school places will be available in the future for the increased number of children living in the catchment area. It was noted that as well as the additional classrooms, the school would need to look at expansion of the communal areas and there would be a requirement for the school to put in place a ten year expansion plan. The major concerns expressed were in relation to safe route to school and vehicular access as well as the limited parking available at the school. Even with the existing number of pupils and staff these were already acknowledged as a significant problem for both the school and the

neighbouring community and the universal viewpoint was that it was essential that a solution to these issues was determined and effected alongside any future school expansion plans. A few possible options including 'compulsory' purchase of land adjacent to the school for parent and carer 'drop off' and parking and leasing of a strip of land adjacent to Fawcett House for staff parking were put forward.

**Resolved that** a response to the consultation be sent from the Parish Council which stated that it welcomed the proposed expansion of the Chidham Parochial Primary School which is necessary for the School to thrive and for the benefit of pupils living in the Parish.

This response would make it clear that the Parish Council expressed a strong desire that the proposed expansion must also tackle the parking and access issues that were already a significant problem for the School as well as for local residents. The Parish Council looked forward to these issues being resolved through Safer Routes to Schools and the planning application for the temporary classrooms.

## **148-16 Reports**

### **a) Chairman's Report**

The Chairman reported that the formal opening of the third phase of the Village Hall's remodelling would take place on Saturday 3<sup>rd</sup> December 2016. A short speech by Eileen Lintill, deputy leader of Chichester District Council, would be followed by a formal ribbon cutting ceremony carried out by members of the Isted family. The downstairs hall would be formally dedicated as the Isted Room with Cllr Archer saying a few words and unveiling a memorial plaque to Rod Isted. The commitment and dedication to developing the Village Hall by Rod Isted was acknowledged as instrumental to remodelling it into a viable community asset. It was pointed out that the Village Hall was the only hall in the Parish that was owned by residents of the Parish.

### **b) District Councillors' Reports**

Cllr Myles Cullen CDC reported that for the recent Bosham Neighbourhood Plan Referendum there was a 37% turnout with 90% voting in favour of the Plan. He reported that there has been a notable increase in fly tipping since the closure of the HWRs and reminded Councillors that it is the responsibility of the individual resident or landowner to remove from their property. Cllr Cullen noted that there were currently around 500 open cases, about a quarter of which were going to appeal, all of which represented a significant workload.

Cllr Penny Plant commented that getting the Bosham Neighbourhood Plan to Referendum had been a 'bumpy ride' with the District Council finally allocating a site for housing development. It was reported that the recycling rate was now at its highest ever level of 42%. It was noted however that this had still not reached the government minimum target of 50%. Cllr Plant also acknowledged that fly tipping was a significant issue. Cllr Plant was asked whether figures were available for the additional cost of dealing with fly tipping and how these costs compared with the costs of maintaining the HWRs.

Cllr Plant commented on how she considered that the Village Hall is 'now amazing' and commented that in her opinion the New Homes Bonus Funding and S106 monies had been put to good use.

**c) County Councillor Report**

Cllr Ms Sandra James WSCC expressed her viewpoint that the Parish Council needed to ensure that in its response to the consultation on the expansion of Chidham Parochial School it made it clear that it was not 'supporting' the expansion unless solutions to the issues of school parking and school access were actioned.

Cllr Ms James stated that she had spoken to the officer in relation to the flashing light to be located outside the school and suggested that the Parish Council work with WSCC to determine the correct positioning for this light.

Cllr Ms James reported that she had had a long discussion with Kevin Macknay and was disappointed that Jonathan Ulmer hadn't got back to him regarding financing the works to the Chidham Tidebank. Cllr Ms James suggested that maybe alternative sources of funding needed to be considered.

Cllr Ms James reported that she had written questions to raise at the West Sussex County Council Meeting on 16<sup>th</sup> December 2016 in respect of Waste Recycling in Hambrook, Duplicate Payments to Contractors and the WSCC Budget.

Cllr Ms James was asked if she could look into the funding of parking solutions for the school by WSCC.

**149-16 Chidham Lane – Highway Matters**

The report on proposed highway improvements in Chidham Lane between Wayte Cottages and the Main Road was taken as received and read (See Appendix).

**150-16 Rights of Way Advisory Committee – 'ROWAC'**

A report by the Clerk was taken as received and read (See Appendix).

**Resolved that:**

a) A Rights of Way Advisory Committee be established with the Constitution and Terms of Reference as set out in the attached document.

b) i) The following Councillors be appointed as Members of the Rights of Way Advisory Committee:

Cllr Sheppard, Cllr MacDougall, Cllr Leighton, Cllr Archer, Cllr Littlefield

ii) Cllr Jacky Sheppard be appointed as Chairman of the Rights of Way Advisory Committee.

c) The Parish Clerk on behalf of the Parish Council to prepare a press release for the Parish Council noticeboards and webpage inviting individuals with an interest in joining the Advisory Committee to put their names forward with agreement on a maximum of two to be co-opted by the Rights of Way Advisory Committee.

**151-16 Drainage and Sea Defence Advisory Committee 'DRASDAC'**

A report by the Clerk was taken as received and read (See Appendix). It was noted that the Parish Council does not have the duty or power to maintain sea defences.

**Resolved that:**

- a) A Drainage and Sea Defence Advisory Committee be established with the Constitution and Terms of Reference as set out in the attached document.
- b) i) The following Councillors be appointed as members of the Committee:  
  
Cllr Archer; Cllr Collins; Cllr Hyde; Cllr Cecil  
  
ii) Cllr Cliff Archer be appointed as Chairman of the Committee
- c) The Parish Clerk on behalf of the Parish Council to prepare a press release for the Parish Council noticeboards and webpage inviting individuals with an interest in joining the Advisory Committee to put their names forward with agreement on a maximum of two to be co-opted by the Committee.

**152-16 Planning Committee**

- a) The Minutes of the Planning Committee Meetings held on 1<sup>st</sup> November and 22<sup>nd</sup> November 2016 were noted.
- b) It was noted that the next Planning Committee Meeting would be held on Tuesday 13<sup>th</sup> December at 7.30pm in the Chidham & Hambrook Village Hall.

**153-16 Play and Open Spaces Advisory Committee (POSAC)**

An update report by the Clerk on the meeting of the POSAC held on Tuesday 8<sup>th</sup> November 2016 was taken as received and read.

**154-16 New Homes Bonus Projects**

- a) It was noted that the Clerk together with Cllr Leighton were progressing with obtaining necessary permissions for locating one of the three defibrillators at The Old House at Home Public House.
- b) It was reported that the Blackout Blinds for the Village Hall had been ordered and were due to be installed mid-December.
- c) It was noted that the restoration works to the wooden floor of the upper hall at the Village Hall were scheduled to be carried out during the week commencing the 16<sup>th</sup> January 2017.
- d) It was reported that the repairs to the lay by outside Maybush Copse were due to be undertaken on 6<sup>th</sup> December 2016.

### 155-16 Finance and Corporate

- a) **Resolved to** accept the recommendations for the Budget 2017/18 as outlined in the report from the Finance & General Purposes Working Group Meeting held on Tuesday 15<sup>th</sup> November 2016.
- b) **Resolved to** accept the financial statement for November 2016.
- c) The BACS payments made on November 21<sup>st</sup> 2016 were noted.
- d) **Resolved to** authorise December payments
- e) **Resolved to** locate the new Community Noticeboard subject to any necessary permissions on the grass verge to the north of the footpath leading to the play area in Broad Road, Hambrook on the other side of the ditch.
- f) **Resolved to** replace the existing bus shelter at Barleycorn North with a wooden bus shelter. This bus shelter to be either the Denbigh or Countesthorpe design produced by Littlethorpe of Leicester. The final choice of these two designs to be decided by the Parish Council at their Parish Council meeting on 5<sup>th</sup> January 2017.

### 156-16 Items for inclusion on Agendas for Future Meetings

Choice of Wooden Bus Shelter to be located at Barleycorn North

Precept

### 157-16 Date and Time of Next Meeting

The next Parish Council Meeting to be held on Thursday 5<sup>th</sup> January 2017.

There being no further business the meeting closed at 9.30 p.m.

Signed: \_\_\_\_\_ (Chairman)

Date: \_\_\_\_\_