



Chidham & Hambrook Parish Council

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29 July 2022

MEETING OF THE PARISH COUNCIL

You are requested to attend a meeting of the Parish Council on **Thursday 4 August 2022 at 7.30pm** at Chidham Village Hall.

MEMBERS: Cllr P MacDougall (Chairman), Cllr J Towers (Vice-Chair), Cllr P Bolton, Cllr S Bramwell Smith, Cllr B Garrett, Cllr R Gowlett, Cllr M Hickman, Cllr S Johnson and Cllr M Savory (1 vacant seat)

AGENDA

1. **Apologies for absence**
Apologies have been received from Cllr P MacDougall. In the Chair's absence the Vice Chair will preside.
2. **Declaration of interests**
3. **Notes from the last meeting**
To agree the minutes of the meeting of the Parish Council meeting held on 7 July 2022.
 - 3.1 Matters Arising
4. **Public Open Forum**
5. **Receive Reports**
 - 5.1 Parish Council Chair
 - 5.2 District Councillors
 - 5.3 County Councillor
 - 5.4 Clerk & RFO
6. **Committee Minutes & Reports**
 - 6.1 Advisory Group to the Planning Committee
To consider the notes of the meeting held on 21 July 2022.
 - 6.2 Neighbourhood Plan Steering Group
To consider the notes of the meeting held on 11 July 2022.
 - 6.3 Advisory Group to the Finance Committee
To consider the notes of the meeting held on 28 July 2022 and any recommendations – to follow.
 - 6.4 Public Open Spaces Advisory Group
To consider the notes of the meeting held on 12 July 2022 and receive feedback from the meeting held on 3 August 2022 and a report from the Chair with recommendations.
 - 6.5 Feedback from Communications meetings
 - 6.6 Car parking spaces Lion Park
 - 6.7 Outcomes from PCSO visit – Cllr M Hickman
 - 6.8 NALC consultation on short-term holiday lets – response by 30 August 2022

- 6.9 WSCC Consultation on Draft Drainage and Wastewater Management Plan – response by 5 September 2022
- 6.10 SLCC Civility and Respect Pledge
To pass a resolution to sign up to the Civility and Respect Pledge.
- 6.11 Red telephone box
To consider quotes to carry out the renovation of this Council asset.
- 6.12 Co-option arrangements for next meeting

7. Finance and Governance

- 7.1 To authorise the Clerk to pay the invoices reflected on the Schedule of Payments – to follow
- 7.2 To note Direct Debit/Standing Order payments made, acknowledge receipt of credits paid to the Council's bank accounts and to confirm/ratify any payments made following email agreement.
- 7.3 Parish Council grant request
To consider the application from the PCC of Chidham for £500 in respect of upkeep to the extension churchyard.

8. Meeting Dates

Advisory Group to the Planning Committee – Thu 18 August 2022 Chidham Village Hall 7:30pm
Parish Council – Thu 1 September 2022 – Chidham Village Hall 7:30pm
Neighbourhood Plan Steering Group – Mon 12 September 2022 7:30pm – remotely

9. Items for the next meeting

- Co-option of new councillor

10. Any Other Business

THE PUBLIC HAVE A RIGHT TO ATTEND COUNCIL MEETINGS AND ARE MOST WELCOME

Filming of Parish Council meetings and use of social media: During this meeting the public are allowed to record or film the meeting or to use social media, providing it does not disrupt the meeting. You are encouraged to let the Parish Clerk know in advance if you wish to record or film. Mobile devices should be switched to silent for the duration of the meeting.

**Draft minutes of a Meeting of Chidham and Hambrook Parish Council
held at Chidham Village Hall on Thursday 7 July 2022 at 7:30pm**

Present	Cllr P Bolton Cllr B Garrett Cllr M Hickman Cllr P MacDougall	Cllr S Bramwell Smith Cllr R Gowlett Cllr S Johnson Cllr M Savory
In attendance	District Cllr A Moss, County Cllr A Kerry-Bedell	
Members of Public	Mr P White - Smith Simmons & Partners, Ms L Brown – Seaward Properties, Ms C Robertson, Mr R Yeld	

Meeting commenced at 7:30pm

- 23-023 **Apologies for absence**
Apologies had been received from Cllrs Towers and District Cllrs D Rodgers and P Plant.
- 23-024 **Declarations of Interest**
None.
- 23-025.1 **Minutes**
District Cllr D Rodgers was noted absent but was present at the meeting
Resolved: That, subject to the above amendment, the minutes of the Parish Council meeting held on 1 June 2022 be agreed as an accurate record and signed by the Clerk noting this minute number.
- 23-025.2 **Matters Arising from the Minutes**
None
- 23-026 **Public Open Forum**
Mr White and Ms Brown spoke regarding the proposed Cox's Barn development on Broad Road. The previous scheme in 2019 had been for 350 houses. This had been reduced to 185 houses of which 65 affordable. They had taken account of the Neighbourhood Plan Strategy and the proposal included a farm shop, convenience store, enterprise hub. There was also scope for a multi-modular sports centre if the Council wished to take that forward. The single access onto Broad Road had necessitated a reduction to 185 homes as 350 homes would have needed two access points. The farmland was owned by Seaward and they had a small option on the Nursery. Pedestrian and cycle routes would be included in the design and they hoped to work with us on pedestrian crossings such as the one now proposed on Broad Road. The Chair advised that the cycle route on Broad Road had now been axed by WSCC.
- Ms Robertson of Great Barn on Steels Lane submitted a petition, signed by 37 local people as follows: *"We the villagers of Chidham would prefer if the new info board recently erected at the village catchpond was relocated to a more discreet position near the pond, rather than its current position right in the middle of the vista. (This could be near the existing signs to the north or near the pond outflow to the south.)"* The Chair advised that a response would be sent to Ms Robertson within 14 days.
- 23-027 **Receive Reports**
- 23-027.1 Parish Council Chair
The Chair raised the following issues:
- The resignation the previous week of Cliff Archer whose 40 years of service on the Parish Council should be recognised and applauded. He provided tremendous input on trees, drainage and ditches amongst other areas of Parish Council responsibility. Members echoed the Chair's comments stating that Mr Archer had devoted an enormous amount of time, energy and enthusiasm to our work and had tackled some

difficult challenges in the past. He had been very helpful when providing historical context to some of the issues we had dealt with. District Cllr Moss was 21 years old and new to the area when he had met Mr Archer, who he considered a conscientious community supporter who was very supportive of others and provided good knowledge of the history of the parish. It was suggested that it would be appropriate to do something from the community for Cliff at the 2023 APM. Our thanks and best wishes would be conveyed to Mr Archer on his retirement. **Action: Clerk**

- Support for writing a similar letter to the one Southbourne Parish Council had sent to the Police & Crime Commissioner recently. This was agreed. **Action: Clerk to draft a letter with the Parish Council's experiences and circulate for comment.**
- At the recent meeting held on Council Communications it had been agreed that we should continue with one newsletter per year in April before the Annual Parish Meeting, with flyers used at other times of the year along with our digital platforms and content in the Village Magazine. It was agreed that a further informal meeting to review our Communication Procedures be held on Wednesday 13 July at 7:30pm F2F at the Village Hall. **Action: Clerk to advise Cllr Towers and book the hall.**

23-027.2 District Councillors

District Cllr Moss gave an update on a recent scrutiny review of local policing when the new Commander for the Chichester area had attended a CDC meeting. The issue of non-visibility of PCSOs was raised with the Commander who had promised to rectify it. Questions asked by members before the meeting had been answered by email.

23-027.3 County Councillor

A late report had been circulated before the meeting.

County Cllr Kerry-Bedell gave information on the stopping point for the Bourne Bus at St Wilfrid's. With regard to management companies appointed by developers Government legislation was due to come in in 18 months to stop this practice. District Cllr Moss advised that he had suggested a policy on this matter be included in the Local Plan.

23-027.4 Clerk & RFO

No further updates.

23-028 **Committee Minutes & Reports**

23-028.1 Advisory Group to the Planning Committee

The notes of the meeting held on 16 June 2022 were noted.

An update on various issues – the Pallant Homes Appeal starting on 18th August at The Harbour Hotel, North Street at 1000hrs and the Granary Barn application which had been permitted by the CDC Planning Committee – was provided.

23-028.2 Neighbourhood Plan Steering Group

Following email circulation and approval it was

RESOLVED: That the leaflet and full booklet be approved for printing and circulation to residents and that the quotes from Monster Creative be approved.

The next meeting will be held on Monday 11 July 2022. The Chair advised that in future this meeting would be held on the first Monday after the first Thursday of the month (the date of the Parish Council meeting).

23-028.3 Public Open Spaces Advisory Group

Cllr P Bolton provided an update on Phase 1 of Pynham Meadow development and progress on other matters.

The pathways were still to be completed on Pynham and a few minor elements but essentially Phase 1 was complete. Financially we were within the budget plus contingency set. The CDC Engineer would be inspecting the ditch work carried out to sign it off.

POSAC would meet the following week to plan Phase 2 of Pynham Meadow development. He had met with the grounds maintenance contractor who would quote for the grass-cutting on the central amenity area. Cllr Bramwell Smith was researching the orchard element and Cllr Hickman had suggested some play equipment for children. Cllr Bolton also provided an update on the development of Hawthorne Meadow. The pathway planning application was held up while another ecology report was carried out.

The bridge over the ditch to Hawthorne was held up due to ditch surveying which had been requested by the CDC Engineer.
There would be 20 standard allotments of 4mX15m with half allotments offered as well. The corner plot would be larger or could become an area for composting.

23-028.4 Feedback from CDALC meeting 6 June 2022

A report had been circulated by Cllr Johnson. WSALC had taken up the lack of visibility of PCSOs at national level.

23-028.5 Car parking spaces Kiln Drive – Council's request to Taylor Wimpey to adopt these spaces

The Clerk advised that she had had a response from Taylor Wimpey that they supported the Deed of Variation to the S106 agreement to allow the Parish Council to take over these spaces. They were instructing a consultant to carry out this work and would be in contact with Network Rail. Cllr Hickman requested that the grassy space between the railway fence and the tarmac be included if possible. **Action:** Clerk to look into this.

23-028.6 West Chidham Tidebank Winter Storm Damage

Mr R Yeld gave an update on this matter following circulation of an email on 6 June 2022. District Cllr Moss provided a background to coastal flooding issues with his background serving on the Harbour Conservancy Board. He suggested the owner of the land needed to be identified as it was their responsibility to maintain the land and suggested a meeting with interested parties from the Parish Council. **Action:** Cllr A Moss.

The Chair suggested that in future updates such as these should be taken under the 'Receive Reports' section of the agenda.

23-028.7 Request from Chichester Society re proposed closure of Chichester Bus Station

The Parish Council had received a communication from Chichester Society advising us that the District Council was planning to close the Chichester bus station and requesting the Council to write to the District Council expressing concern and copying them in. District Cllr Moss provided the background to the Southern Gateway project and the Masterplan agreed 2 years ago and how it had evolved since then. He advised that CDC was proposing that there would be some bus stops within the station area, however Network Rail was not in agreement with that. CDC had sent a proposal on the way forward to WSCC however the content was unknown at this stage. Any decision made by WSCC regarding the bus stops as part of the Southern Gateway project would be considered by full Council.

RESOLVED: That the Council respond to Chichester Society and write to Chichester District Council. **Action:** Clerk copying in District Cllrs.

23-028.8 Little free library

Cllr Hickman gave the background to this project and had consulted with the 40 parents on her Whatsapp list who were all in favour.

There was concern about this being a target for vandals. It was suggested that CCTV for the playground be considered by POSAC along with the location for the library.

RESOLVED:

That the Parish Council introduce a Free Library subject to a location being agreed by POSAC and funding being identified.

23-029 **Finance and Governance**

23-029.1 Four additional invoices were noted for payment. The invoice for Creative Solutions was removed for payment whilst the playground signs were re-considered.

RESOLVED: That the invoices received to 7 July 2022 be approved for payment (attached at Appendix 1).

23-029.2 **RESOLVED:** That the Direct Debit/Standing Order payments made be noted and the payments made following email agreement be ratified.

23-030 **Meeting Dates**

Neighbourhood Plan Steering Group – Monday 11 July 2022 7:30pm Chidham Village Hall

Public Open Spaces Advisory Committee – Tuesday 12 July 2022 7:30pm remotely

Advisory Group to the Planning Committee – Thu 21 July 2022 7:30pm – remotely

Parish Council – Thu 4 August 2022 – Chidham Village Hall 7:30pm

Neighbourhood Plan Steering Group – **Mon 8 August 2022 7:30pm (the 1st Monday after 1st Thursday in future)**

Advisory Group to the Staffing Committee – to be advised

23-031 **Items for the next meeting**

- POSAC update and recommendations
- Car parking Lion Park

23-032 **Any Other Business**

- A request from County Cllr A Kerry-Bedell to find out the other developments in Chidham using First Port as management agent.
- QR code to sign up for email database to be put on 3 noticeboards. PCSO visit and comment re weekend graffiti possibility in playground. Decide on process of reporting vandalism. To be reported to the next POSAC meeting.
- Heritage Board comments will be circulated for comment.

The meeting ended at 9.32pm.

Signed by:

Date:

CHAIRMAN

Advisory Group to Parish Council – 7 July 2022

Schedule of Payments

To authorise invoices for payment:

	Name	Payment	Invoice/Ref No.	Content
1	Southern Counties Liming	£1,380.00	14513	3 lorry loads organic matter removed from Pynham Meadow – EMR CIL
2	WSCC	£1,849.12	8001617160	Street lighting maintenance and energy 2021-22
3	Rialtas	£154.80	SM25591	Alpha software support + maintenance 2022-23
4	M Edmead - Burgate Landscaping	£150.00		Fitting interpretation board Catchpond
5	Southern Counties Liming	£600.00	14523	Laying water pipes to allotment
6	Gov.uk	£1,299.45	P30 Q1	Tax/NI payments Quarter 1
7	Creative Solutions	£309.77	27523/2	Signage for playground
8	Phillips Ecology	£559.98	INV-2022-98	Ecological assessment Hawthorne Meadow
9	Andrews	£625.00	CHPCJUN22	Grass cutting
10	VisionICT	£78.00	14965	.Gov.uk domain name 2 yr renewal
11	Chidham Village Hall	£17.00	22/51	Hall hire June 22
12	Climate Project Services	£207.65	446	NP services
13	JNR Computers	£2,073.60	02490	Support + MS365 licences 22-23

To note Direct Debit/Standing Order payments made:

None

To note receipt of the following credits to the Council's bank accounts:

1	Lloyds Bank	£1.29	9 Jun 22	Bank interest
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To confirm/ratify any payments made following email agreement.

1	Arun District Council	£150.00	8 June 2022	Open watercourse licence
2	Signature Landscapes	£8,000	8 June 2022	Inv 2029 development of meadows
3	First Fence Hire & Sales	£6,457.87	15 June 2022	Inv 119901
4	Signature Landscapes	£4,7540	1 July 2022	Inv 2028 development of meadows

Draft notes of the Advisory Group to the Planning Committee meeting held on Thursday 21 July 2022 at 7:30pm

Present: Cllr B Garrett Cllr S Johnson
Cllr M Savory Cllr J Towers (Chair)

In attendance: Clerk & RFO

Also in attendance: District Cllrs P Plant and A Moss

Members of public: Mr and Mrs Green

Meeting opened at 7:30pm

- AGP 23-23 **Apologies for absence**
Apologies had been received from Cllr R Gowlett and District Cllr D Rodgers.
- AGP 24-23 **Declarations of Disclosable Pecuniary Interests**
Cllr S Johnson had a personal interest in agenda item 5.1 as he knows the owners of The Elms.
- AGP 25-23 **Notes of the last meeting**
Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 5 May 2022:
That the notes of the last meeting held on 16 June 2022 be agreed as a correct record and be signed by the Clerk noting this minute number.
Matters arising: None.
- AGP 26-23 **Public Open Forum**
Mrs Green referred to questions she had submitted and which had been answered by the Chair. This is attached at Appendix 1.
- AGP 27-23 **Planning Applications**
AGP 27-23.1 CH/22/01324/DOM Case Officer: Rebecca Perris – extension requested to 22/7
Mr And Mrs Morley The Elms Cot Lane Chidham Chichester
Demolition of existing and construction of enlarged replacement single storey side extension.
Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 5 May 2022:
That the committee had no objection to this planning application.
- AGP 27-23.2 CH/22/01410/OUT - Case Officer: Kayleigh Taylor
Land North Of Aviary Close, East Of Hambrook Hill South Hambrook Chidham
Outline planning application (with all matters reserved except access) for the erection of up to 30 dwellings (Use Class C3), public open space, parking, drainage and associated infrastructure, landscape, ancillary and site preparation works.
The committee had met the developers on site last week. This was a re-run of the original application in 2016 for 39 houses which had been refused.
The committee was concerned that WSCC Highways had made no objection to the very narrow access road without pedestrian pathways which clearly would be a safety issue. It was suggested that County Cllr Kerry-Bedell and the WSCC Cabinet Member be contacted to establish a meeting with Highways to allow them to explain to the committee how they judge planning applications. **Action: Chair**
Wildlife abounds on this piece of land and surveys would be undertaken by residents to document and photograph this.
Incorrect information in the paperwork refers to 'Barleycorn' station.
Ecology reports had been requested and these would possibly be available in October.
Reasons for objection were safety concerns regarding the narrow access road and no pedestrian walkways, Southern Water issues, the sewer on the western side of the land, flooding and ecology.
Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 5 May 2022:

- AGP 27-23.3 That the committee objects to this planning application on the above grounds.
CH/22/00846/DOM - Case Officer: Freya Divey
 Mr Neil Davies Freshfield Cottage Main Road Nutbourne West Sussex
 Ground floor extension to west elevation. Raised roof with conversion of loft space to create habitable accommodation, including balcony and 5 no. roof lights.
Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 5 May 2022:
- AGP 27-23.4 That the committee has no objection to this planning application.
CH/22/01240/DOM – Case Officer: Miruna Turland
 10 Shepherds Close Hambrook Chidham Chichester PO18 8FD
Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 5 May 2022:
- AGP27-23.5 That the committee has no objection to this planning application.
CH/22/01683/DOM - Case Officer: Rebecca Perris
 Blake Primrose Cottage Main Road Nutbourne West Sussex
 Demolition of existing garage and workshop replaced with single storey side extension and two storey side/rear with associated roof works and 1 no. detached garage.
Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 5 May 2022:
- AGP 27-23.6 That the committee has no objection to this planning application, but this is subject to Chichester Harbour Conservancy having no objection.
SB/22/01283/FULEIA – Case Officer: Jane Thatcher
 G And R Harris Main Road Nutbourne Chichester West Sussex PO18 8RL
 Demolition and mixed-use development comprising 112 no. dwellings and a Childrens' Nursery, together with associated access, parking, landscaping (including provision of wildlife corridor) and associated works.
 The committee was considering this application in support of Southbourne Parish Council.
 Reasons for refusal were contamination of land, site is marshland, access arrangements, important gap between communities so need to protect this area, Report mentions that Southern Water does not have capacity and that the developers would put in a wastewater treatment plant and send the water into the Ham Brook.
Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 5 May 2022:
- AGP 28-23 That the committee objects to this planning application because of the effect this development would have on both Nutbourne and Southbourne. The committee supports the comments made by Chichester Harbour Conservancy.
Planning Decisions
- AGP 28-23.1 CH/22/01043/TPA
 Mr Keith Rathbone Land South Of Maybush Drive Chidham West Sussex
 Reduce longer semi upright limbs on east sector by up to 6m and reduce lower lateral branches by up to 4m on 1 no. Poplar tree within Area, A1 subject to CH/08/00084/TPO. PERMIT
- AGP 28-23.2 CH/20/02004/FUL
 Mrs Lisa Tarsey Land North Of Pondfield Green Lane Chidham West Sussex
 Repair works to the pond including reconstruction of the foundations, brickwork and sluice gate. PERMIT
- AGP 28-23.3 CH/21/02361/FUL
 Mr and Mrs A Brown
 Cockleberry Farm Main Road Bosham Chichester West Sussex PO18 8PN
 Demolition of existing warehouse buildings, B8 container storage, residential caravans/park homes and stables and the erection of 9 no. dwellings and associated works including landscaping and access alterations. REFUSE
- AGP 29-23 **Planning Appeals**
- AGP 29-23.1 20/03378/OUT Land At Flat Farm Hambrook West Sussex PO18 8FT
IN PROGRESS Outline Planning Permission With Some Matters
 Case Officer: Andrew Robbins Reserved (Access) - Erection of 30 dwellings
 Informal hearings

- comprising 21 market and 9 affordable homes, access and associated works including the provision of swales.
- When postponement was requested by the appellant, four months was approved which suggests that the appeal would go ahead in mid to late September.
- AGP 29-23.2 20/03320/OUTEIA Land East of Broad Road Broad Rd Nutbourne
IN PROGRESS
 Case Officer: Jane Thatcher Outline planning application (with all matters reserved
 Public Inquiry 23 August 2022 except access) for up to 132 dwellings and provision of
 associated infrastructure.
- AGP 29-23.3 20/03321/OUTEIA Land North of A259 Flat Farm Main Road Chidham
IN PROGRESS
 Case Officer: Jane Thatcher West Sussex
 Public Inquiry 23 August 2022 Outline planning application (with all matters reserved
 except access) for up to 68 no. dwellings and provision
 of associated infrastructure.
- The committee had had a Zoom meeting with Chichester Harbour Conservancy to discuss the appeal. A meeting would be held by the committee to discuss our strategy, attendance at the appeal and to consider the main thrust of our objections. The committee was asked how we could get across to our residents what they should focus on when objecting/attending. The feeling was that we should not dictate what they should cover but the important thing was that they should speak with passion. We should convey to the Inspector the feeling of local residents about not being able to attend in daytime due to work/family commitments. **Action: Clerk to send follow up email to residents asking how many of them would like to speak but cannot get there (to ascertain numbers).**
- Residents do not have to speak but should be encouraged to attend. Use the Whatsapp groups to circulate information as well as door knocking and a note in the Post Office. People should be encouraged to speak with passion about their area. The Chair suggested that anyone wishing to speak at the meeting or speak virtually should register by emailing Tim Salter at PINS.
- District Cllr Moss had arranged a meeting with CDC planning officers and would feedback from this.
- AGP 29-23.4 20/01854/OUT Chas Wood Nurseries Main Road Bosham PO18 8PN
 Case Officer: Jo Prichard Outline permission for 26 no. dwellings with access,
NEW APPEAL public open space, community orchard and other
 Informal hearings associated works (with all matters reserved except for
 access). Informal Hearings
- Our original objection had been comprehensive so there was no need to repeat it. **Action: Cllr Garrett to revisit our previous objection to ascertain whether there is anything further to add.**
- AGP 30-23 **Planning Enforcement**
 There were no further updates.
- AGP 31-23 **Chair's Report**
 The Chair had emailed Cala Homes requesting a further meeting.
Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 5 May 2022:
 That the Planning Committee wish to return to normal face to face meetings.
- AGP 32-23 **Any Other Business**
 None.
- AGP 33-23 **Date of Next Meeting**
 The Planning Committee will meet next on 18 August 2022 at Chidham Village Hall.

The meeting closed at 20:47pm

Signed by:

 Signed: Chairman

 Date:

Plan App 22/01410/OUT (Foreman Homes)

Land north of Aviary Close Questions for CHPC 7/7/22

Questions asked by Mrs S Green and answers provided by Cllr J Towers

Q Is there a notice somewhere on or around the proposed site? We have not seen one so far. Is there a deadline for a notice to be posted?

A There is a site notice displayed on the gate entrance to the site which has been there the required time.

Q What is the deadline for comments/objections from the public?

A As usual this is completely opaque. You can put in comments right up to the internal deadline which is mid-September. This seems unlikely as the developers told us that their ecology reports would not be completed until September. There are no reports yet from statutory consultees like West Sussex Highways or Southern Water. We are likely to put in an initial submission and then further comments when these reports are posted.

Q Can the deadline be extended?

A Yes it can

Q Is there any connection between this application and previous applications by Springfield, first for four houses then for one house in the land adjoining the proposed site for 22/0141/OUT?

A Not as far as we are aware

Q With regard to objections to the application, it may be that developers depend upon residents becoming tired of repeating themselves. Would it be useful to simply update and re-send letters of objection referring to applications for the same site made in 2015 and 2020?

A The arguments used against the developments in 2015 and 2020 are certainly still the same and there may be new points to make too

Q Will the application for this site be affected by the recent Sussex Biodiversity report covering an area 0.5 miles wide on either side of the stream?

A Quite possibly and certainly worth referencing

Q With regard to the application in 2020 Southern Water stated that the proposed development will be over an existing water sewer which will not be acceptable for Southern Water. Has this been changed?

A Not as far as we know but there has been no report yet from Southern Water

**Chidham Hambrook Nutbourne East
Neighbourhood Plan Steering Group
11th July 2022 via Zoom Videoconferencing**

MINUTES

Present: Philip MacDougall (Chair), Stephen Johnson, Keith Dimon, Sue Bramwell-Smith, Jon Keynes, Bruce Garrett, Jane Towers, Peter Bolton.

Apologies: Andrew Sargent, Jon Keynes.

Meeting will start at 7.30pm with a target finish time of 9.00pm.

Honorary Secretary: Lisa Wilcock.

Meeting commenced at 1930hrs

303/22	Apologies Andy Sergeant, Jon Keynes.	
304/22	Declarations of Interest None.	
305/22	Approval of minutes of the meeting held on 9th May 2022 Approved.	
306/22	Matters from mins that are not on the agenda None.	
307/22	Opening remarks by Chair None.	
308/22	Matters not on the agenda that the Chair considers need to be added at short notice. None.	
309/22	Flyer distribution and summary document of residents' survey. Flyers are being collected 12 th July 2022. There is a rota for the distribution of flyers. There are 50 copies of the larger document. Most will go to the Post Office and the rest distributed to Parish Councillors. KD returned the completed questionnaire to the archives store, destroyed spare questionnaires, SAVE OUR VILLAGE posters to be kept in archive, 'Have your Say' to be destroyed, destroy the flyers referring to Pallant Homes, questionnaire from Interim Strategy document to be destroyed, keep the results colour booklets. 6 spare copies of Interim Strategy document to be archived. 50 copies spare from the survey which were free of charge because of a printer overrun are to be destroyed. 'Short Attitude' survey changes to the residents' completed questionnaire are to be kept in the archives. All the bits cut out from questionnaire with the further update and everyone's email on the list are to be passed to the Clerk so that the list of participants can be crossed checked with the current PC email list of accepting residents. Noted that although this is not part of the NP process there is a Bourne Community Bus timetable flyer for Chidham and Hambrook residents available via Andrew Kerry-Beddell and this will be distributed with the flyers. It was agreed that the archives would be stored temporarily at the Village Hall in a cupboard but a permanent archive storage location is yet to be found.	
310/22	The Way Forward The group acknowledged that they need to act quickly once they have the parish allocation. Noted that if Pallant Homes Appeal is granted, this along with the other developments will take the Parish over its expected allocation. Noted that the PC, despite	

	<p>reminders, has not received any formal written evidence of the Parish allocation for houses as promised by CDC. Noted that CDC are reconsidering Southbourne allocation.</p> <p>It was agreed that the group will go back to Mr Frost and Mr Whitty because they promised the revised allocation during this summer but talk is that this may not happen. Letter to be sent to them to chase this. Action: JT and SJ to draft a letter to them also to address the 'Service Village' and Hierarchy Ranking of 5/16 issue as discussed.</p>	JT/SJ
311/22	<p>Policy Document – Next Point of Immediacy</p> <p>Policy document has been circulated with no further changes but Jon Herbert has made some comments to the document. SJ went through the comments. The group discussed the need to promote sustainable transport (which needs clarity) on roads as part of the policies. The idea is to promote any transport rather than cars as a mode of transport. A small group will be formed to review again the Dec 2021 version of Policies and then share with the NPSG. Appeal Inspector Christine Downs from HM Inspectorate stated as part of the Scant Road West Appeal that she sees the parish capable of sustaining 118 homes. For the Pallant Homes Appeals, Landscape and Environment would be the main focus of the CDC defence.</p> <p>The group discussed the need to broaden their focus beyond just Policies so that if the allocation is received in November, they are prepared for it.</p> <p>The group discussed the 'Service Village' designation and whether this needs to be part of the introduction and how the group do not agree with it. A small group was formed who will report back to the main NP group with their progress. The group is to be led by SJ along with JT, BG. Noted that descriptive text as to the background to the Policies also needs to be written. Action SJ to organized first sub meeting.</p>	SJ
312/22	<p>2022-23 Grant funding from Locality</p> <p>There is a certain amount we can apply for but unlikely to go anywhere near the amount required. The group to apply for a grant £4279 from Locality and extra funding from Parish Council budget and some CIL money that can be used. Troy Planning have been contacted to enquire if there are any extra avenues. The NP group agreed to apply for the grant. All were in favour.</p>	
313/22	<p>Neighbourhood Plan Annual Monitoring Report - last year prepared by Stephen</p> <p>SJ has started drafting the report but the Clerk indicated that there is no immediate urgency.</p>	
314/22	<p>Timeline.</p> <p>Policies document needs to be entered into the timeline. Action LMW to update timeline. Noted Policies document to be completed by November.</p>	
315/22	<p>Date of Next Meeting: 7:30pm Monday 12th September 2022</p>	

Meeting closed 2059 hrs

**Draft notes of the Advisory Group to the Public Open Spaces Advisory Committee (POSAC)
meeting held remotely on Tuesday 12 July 2023 at 7:30pm**

Present: Cllr P Bolton Cllr R Gowlett
Cllr M Hickman Cllr J Towers

Also present: Clerk & RFO

AGPAC 01-23 Apologies for absence

Cllr S Bramwell Smith attended the meeting briefly but had IT issues and left. Cllr P MacDougall was not present.

AGPAC 02-23 Declarations of Interest

There were no declarations of interest.

AGPAC 03-23 To approve notes of previous meeting

Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 5 May 2022: That the notes of the meeting held on 29 March 2022 be agreed as a correct record and signed by the Clerk noting this minute number.

AGPAC 04-23 Matters Arising from minutes not on the agenda

None.

AGPAC 05-23 Development of Pynham Meadow

The Chair requested all to be aware of the process for considering issues/projects and the strict protocols we have on spending Council monies. Speak to the Clerk about your projects but accept that sometimes it is not possible to do things immediately, as frustrated as you might be.

Phase 1:

This was essentially complete. The parkland area was looking beautiful as it was full of yellow flowers. This is not ideal and we have been advised that we need to cut the grass in the next two weeks to avoid the seed taking hold. Cllr Bolton had spoken to Andrews about a quote for doing the grass cutting. **Action:** Cllr Bolton will speak to Andrews about doing a cut soon.

There were some areas which could be improved. Some of the mounds could be seeded. We need to walk around as a group and make a list of things to be done. This was agreed to take place before the Parish Council meeting on 4 August. The dry conditions at present have the contractor doing the dressing and compacting of the pathways and we need to wait for the right weather conditions to continue.

Phase 2:

A full discussion took place on the quotes received for the various elements suggested for Phase 2.

- Allotment needs timber boarding or stakes. Guidance was needed. We need to develop an agreement for allotment holders.
- Speak to an accessibility charity about access requirements for the amenity area.
- All other comments noted on revised Phase 2 quotes list.

Funding:

We have £50,000 in Parish Council earmarked reserves. A grant for the pavilion could be sought from the new CDC grant. **Action:** Clerk to circulate this information to the group.

Quotes will be worked up in more detail and circulated to the group to reconsider and comment on. A proposal on Phase 2 will be taken to the Parish Council in August for a decision.

AGPAC 06-23 **Playground – consider signs, Free library and CCTV**

Signs:

2 x signs 'Close the gate after you' and 1 x sign 'No dogs' are available from NHB grant funding. Suggested that the no dogs sign be placed on the inside of the fence. Cllr Hickman suggested that the main sign outside the playground parallel to Broad Road be moved to the fence to the left of the gate. This was because residents from Lion Park and Hawthorne Gardens come from the other side and don't see the sign. She undertook to carry out this removal and placement.

Free library:

At its meeting on 7 July 2022 the Parish Council had approved the concept of the free library and referred it to POSAC for a decision on the location.

It is possible that WSCC would require planning permission to site this library.

Vandalism/theft was discussed and it was suggested that it could be secured by screwing it to the fence.

RESOLVED: That the Parish Council purchase the free library from River & Tide Designs Emsworth at a cost of £399.00 and that Cllr Hickman install this on one of the wooden posts when the sign is removed. **Action:** Clerk to put order in when a funding source is identified.

Bins:

The Clerk had contacted Lisa Jones, CDC Street Lead, regarding bins in the parish. She is on leave at present and will hopefully be able to meet the Clerk on site to discuss this on her return.

CCTV:

A discussion took place regarding the value of CCTV, power source, whether the park was near a streetlight, and whether to install dummy cameras as a deterrent and sensor lights. The nearest streetlight is north of the playground near Hawthorne Gardens so not near enough. **Action: Cllr Bolton to get quote**

Cllr Gowlett advised that historically we have had periods of antisocial behaviour in the playground. The playground is not locked at present. Discussion took place on whether we could ask a local dog walker to do it or pay some.

Further graffiti had been spotted on equipment in the park in two locations, but this is very small and underneath the play equipment.

The playground safety review will be considered at the next meeting when the formal report is received. **Action:** Clerk to add to next agenda

AGPAC 07-23 **Press release on progress with Pynham and promotional video**

The Chair suggested that once the Council had made the decision about what is included in Phase 2 a press release could be issued, and put on Facebook, the website and in the Village Magazine.

Cllr Hickman has done a promotional video and she advised that this could be amended if the layout of the structures changes.

AGPAC 08-23 **Any Other Business**

- Suggested a bicycle stand to be installed in the car park and be included in the Phase 2 costs. **Action: Cllr Bolton**
- Discussion re locking or not locking the playground at night. Locking was not supported. A battery drive time-lock was suggested for the gate. **Action: Cllr Bolton to investigate**

AGPAC 09-23 **Date of Next Meeting**

Taking members' leave into account (19 July to 3 August) a possible meeting will be arranged in late July.

It was suggested that the final quotes be circulated when ready and a discussion held by email as to the next steps.

The meeting closed at 9.05pm

Signed by:

Date:

Civility & Respect Pledge

Home > News & Publications > Civility & Respect Pledge

Introducing the Civility and Respect Pledge

SLCC, NALC, and OVW believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

There is no place for bullying, harassment, and intimidation within our sector and signing up to the Civility and Respect Pledge is one of the ways a council can demonstrate that it is committed to standing up to poor behaviour across our sector, and to demonstrating positive changes which support civil and respectful conduct.

By signing the Pledge, your council is agreeing that it will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles, and that it:

- has put in place a training programme for councillors and staff
- has signed up to the Code of Conduct for councillors
- has good governance arrangements in place including staff contracts and a Dignity at Work policy
- will seek professional help at early stages should civility and respect issues arise
- will commit to calling out bullying and harassment if and when it happens
- will continue to learn from best practice in the sector and aspire to being a role model / champion council e.g., via Local Council Award Scheme
- supports the continued lobbying for change in legislation to support the civility and respect, including sanctions for elected members where appropriate

We invite all councils to include an agenda item to review the statements and sign up to the Civility and Respect Pledge. [Click here for an example agenda item for the pledge.](#)

Click on the orange button below to sign up for the pledge, and view the map to see which councils have already signed.

Civility and Respect Pledge suggested agenda item:

‘To pass a resolution to sign up to the civility and respect pledge’

Definition of Civility and Respect
Civility means politeness and courtesy in behaviour, speech, and in the written word.
Examples of ways in which you can show respect are by listening and paying attention to others, having consideration for other people’s feelings, following protocols and rules, showing appreciation and thanks, and being kind.

The National Association of Local Councils (NALC), the Society of Local Council Clerks (SLCC), and One Voice Wales (OVW), believe now is the time to put civility and respect at the top of the agenda and start a culture change for the local council sector.

By our council signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.

Signing up is a simple process, which requires councils to register and agree to the following statements:

Statement	Tick to agree
Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.	
Our council has committed to training councillors and staff.	
Our council has signed up to Code of Conduct for councillors	
Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.	
Our council will commit to seeking professional help in the early stages should civility and respect issues arise.	
Our council will commit to calling out bullying and harassment when it happens.	
Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme	
Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.	