



Chidham & Hambrook Parish Council

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28 January 2022

ADVISORY GROUP TO THE PARISH COUNCIL

You are requested to attend a Zoom meeting of this Advisory Group to the Parish Council on **Thursday 3 February 2022 at 7:30pm**. Members of the public are welcome to attend this virtual meeting (proceedings may be recorded) and should contact the Clerk to be sent the link.

MEMBERS: Cllr P MacDougall (Chairman), Cllr J Towers (Vice-Chair), Cllr C Archer, Cllr P Bolton, Cllr S Bramwell Smith, Cllr B Garrett, Cllr R Gowlett, Cllr S Johnson

Before the meeting commences there will be two presentations:

- 1) Mr David Bangert will give an overview of the Southbourne Community Land Trust (SCLT) and the benefits of this for the parish – 15 mins
 - 2) PCSO Matthew Isles will give a report on community safety in the parish – 15 mins
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AGENDA

1. Apologies for absence

Cllrs Garrett and Bolton have given their apologies for this meeting.

2. Declaration of interests

3. Notes from the last meeting

To agree the notes from the meeting of the Parish Council meeting held on 6 January 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 20 January 2022.

6.2 Neighbourhood Plan Steering Group

To consider the notes of the meeting held on 10 January 2022.

6.3 Advisory Group to the Public Open Spaces Advisory Committee

To consider the notes of the meeting held on 25 January 2022.

- 6.4 Southbourne Community Land Trust
The Parish Council is requested to consider whether it would like to become a part of the SCLT.
- 6.5 Bournes Forum – Cllr S Johnson
- 6.6 Bourne Bus Project update
- 6.7 Queens Jubilee initiatives
- 6.8 Trees – Cllr S Bramwell Smith
- 6.9 Broad Road Cycle Path - Cllr J Towers
- 6.10 Carbon Policy – Cllr J Towers
This has been deferred to the 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
- 7.3 To acknowledge receipt of credits paid to the Council's bank accounts
- 7.4 To confirm/ratify any payments made following email agreement.

- 8. Meeting Dates**

Neighbourhood Plan Steering Group – Mon 7 February 2022 7:30pm
Advisory Group to the Planning Committee – Thu 17 February 2022 7:30pm
Extraordinary meeting of the Parish Council – possibly 24 February 2022 7.30pm
Advisory Group to the Parish Council – Thursday 3 March 2022 7:30pm

Other meetings:

CDC All Parishes Meeting - Mon 7 February 2022 at 5.30pm
CDALC meeting – Thu 10 February 2022 at 7:00pm

- 9. Items for the next meeting**

- 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 6 January 2022 at 7:30pm**

Present Cllr B Garrett Cllr P Bolton
Cllr S Bramwell Smith Cllr S Johnson
Cllr P MacDougall (Chair) Cllr J Sheppard
Cllr J Towers

In attendance Cllrs D Rodgers, P Plant and A Moss, Chichester District Council
Cllr A Kerry-Bedell, West Sussex County Council

**Members of
Public** None

Meeting commenced at 7:30pm

- 22-040 **Apologies for absence**
Apologies had been received from Cllrs Archer and Gowlett.
- 22-041 **Declarations of Interest**
None.
- 22-042 **Minutes**
Resolved: That the minutes of the Extraordinary Parish Council meeting held on 30 November 2022 be agreed as an accurate record and signed by the Chair.
- 22-043 **Matters Arising from the Minutes**
None.
- 22-044 **Public Open Forum**
There were no members of the public present.
- 22-044.1 Parish Council Chair
The Chair advised that Cllr Geoffrey Hyde had resigned on 6 December 2021. A discussion took place on whether to hold a Zoom meeting where the applicants could introduce themselves. A decision could be made at this Zoom meeting once the applicants had left the meeting. The process of co-option could then take place at the next Parish Council meeting on 3 February 2022 which would be a F2F meeting. A decision was made to decide the process by email.
- 22-044.2 District Councillors
District Cllr A Moss had submitted a report which had been received just prior to the meeting. He gave an update on various issues.
- Showmen's site – it was reported that the land next to the Showmen's Site was a travellers' pitch and caravans had recently been erected on this site. Councillors Towers and Garrett commented to the effect that when the Planning Committee met with the Applicants at site in December they had gleaned rather more information which may indicate that the two plots which are the subject of the planning application (Ref to be added) concerns land which lies to the east of the land on which the Applicants stated clearly that travellers had recently added new caravans etc.
 - Activity on Sunley (N of Scant Road West) site – he agreed to speak to the Planning Officer to ensure compliance with building regulations.
 - Chemroute – a report was going to Cabinet next week although WSCC had asked for this to be withdrawn as they had not fully finalised and agreed the project.
 - Planning numbers – a CDC internal meeting with councillors would take place on 12 January and release to parish councils as soon as this had been agreed through formal routes.

- 22-044.3 County Councillor
The County Cllr had submitted a written report just prior to this meeting. He gave an update on various issues:
- He was holding a meeting with Chidham Primary School head, to be attended by Cllr J Towers, on Friday 14 January 2022.
 - Chemroute – WSCC position is that they are not happy with what National Highways has come up with.
 - Bourne Community Bus project – This is now part of the Southbourne Community Land Trust and the Trust had received another £10,000 grant making £20,000 plus parish commitments. Seven volunteer drivers would be trained at the end of January. It is possible that they will hire buses instead of buying them as it is a better deal. They are working with Community Transport Sussex.
 - Tree protection – Southbourne had commented that this process through the District Council was not effective.
- 22-044.4 Clerk & RFO
The Clerk provided updates on various projects as follows:
- A quote had been requested from Parhams for replacement polycarbonate sheeting at the bus shelter at Barleycorn North. Cllr B Garrett had reported that the glass in one door of the PC's noticeboard at the Village Hall has what looks to be a stone or air rifle hole in it. A repair would make sense.
 - The location of the waste bin on Cot Lane had been agreed by CDC but they were not able to install the bin until late Spring.
 - The Nutbourne East sign had been repaired at a cost of £100 following email agreement to this.
- 22-045 **Committee Minutes & Reports**
- 22-045.1 Advisory Group to the Planning Committee
The notes of the meeting held on 16 December 2021 were noted.
- 22-045.2 Neighbourhood Plan Steering Group
The notes of the meeting held on 6 December 2021 were noted. The next meeting would be held on Monday 10 January 2022. Discussion will be held as to whether the public meeting will go ahead on 18 January. The Clerk undertook to make necessary amendments to the web pages to ensure access to the Strategy and Questionnaire.
- 22-045.3 Advisory Group to the Finance Committee
The notes of the meeting held on 9 December 2021 were noted.
Resolved that:
1. The proposed budget of £51,512.00 for the forthcoming financial year 2022-23 be accepted.
 2. A precept of £51,512.00, which represents an increase of £1.66 (3.36%) on the Band D charge to £51.10, be agreed.
- 22-045.4 Appointment of new councillor Stephen Johnson to committees
Resolved that Cllr S Johnson be appointed to the following committees and groups:
- the Planning Committee; the Finance Committee and the Staffing Committee
 - Representative on Chichester Association of Local Councils with Cllr Sheppard as Deputy.
 - Change appointment on the Neighbourhood Plan Steering Group to Cllr member instead of resident member.
- 22-045.5 Bourne Bus Project update
An update had been given by the County Cllr in his address above. A further update would be provided at the next meeting.
- 22-045.6 Queen's Jubilee initiatives
The Clerk had written to the Village Hall, CHANE RA, Maybush Copse Friends, Chidham Primary School and St Wilfrid's Church. Positive responses had been received from the Village Hall, Maybush Copse Friends and the Primary School.

Maybush Copse Friends had responded that they would like to hold a 'Big Picnic' event and sought responses from other organisations as to their involvement. The Clerk advised that the Village Hall was keen to be involved by offering the space as a venue, as were the Primary School, although they were considering several events in their own right. Clarification had been sought from CDC regarding the £250 grant available and what it could be spent on. We await final advice when CDC have agreed their policy. Maybush Copse would need assistance with organising the event and help on the day. The event itself would be free.

It was agreed that Cllrs Johnson and Garrett liaise with Cllr Archer, who had been very keen on this event. Cllr Garrett will seek to clarify whether or not Cobnor Estate and perhaps CACT and CYE have plans in process. He caveated that the lead time for such major events to be successful is almost certainly more than 5 months.

22-045.7 Trees

Cllr Bramwell Smith had been in touch with the arboreal person at CDC but had not had an adequate reply. Several large trees were being delivered, having been obtained from the Cobnor Estate Manager. She had also been in touch with a CDC Environmental Officer regarding the Miyawaki Forest to be installed in Pynham Meadow. A site visit had taken place recently with POSAC members, the Clerk and Tree Wardens. She had also consulted with local residents about the installation of the Miyawaki Forest, receiving a good response.

22-045.8 Protocol on holding Councillors' Surgeries – Cllr J Towers

It was suggested that a record should be kept of each meeting and each issue and a means of recording satisfaction with the outcome of each issue raised.

Publication of the surgeries was raised. The following was suggested:

- Leaflets in the Post Office
- Noticeboard x 2
- On Facebook and website
- Village Magazine – **Action:** Cllr Towers to let the Chair have the information for insertion in the February edition.

Resolved that:

1. The Protocol for holding Councillors' Surgeries be agreed subject to the removal of the statement relating to the restriction to 2 residents.
 2. A meeting take place on Saturday 19 February 2022 from 10:00-12:00pm.
- Cllrs MacDougall and Towers would be available for the above meeting with Cllr Sheppard as a backup.

Action: Clerk to develop a proforma for recording information.

22-046 Finance and Governance

Resolved: That the Schedule of Payments be agreed subject to the addition of a late invoice in the sum of £13.80 from Cllr Garrett for 3 additional keys for the noticeboard at the Village Hall.

22-046.2 Direct Debit/Standing Order payments made were noted.

22-046.3 No credits had been paid to the Council's bank accounts.

22-046.4 No payments had been made following email agreement.

22-047 Meeting Dates

Neighbourhood Plan Steering Group – Mon 10 January 2022 7:30pm

Advisory Group to the Planning Committee – Thu 20 January 2022 7:30pm

Advisory Group to the Public Open Spaces Advisory Group – Tue 25 January 2022 7:30pm

Advisory Group to the Parish Council – Thursday 3 February 2022 7:30pm

22-048 Items for the next meeting

- Trees
- Carbon policy
- Bourne Bus project
- Queen's Jubilee arrangements

22-049 **Any Other Business**

Cllr B Garrett has given apologies for the next Parish Council meeting on 3 February 2022.

County Cllr Kerry-Bedell reminded all of the March for the Manhood and Harbour Villages on Saturday 29 January 2022 starting from Priory Park at 1000hrs and ending at County Hall .

The meeting closed at 8:33pm

Signed by:

Date:

Advisory Group to Parish Council – 6 January 2022

Schedule of Payments

To authorise invoices for payment:

	Name	Payment	Invoice/Ref No.	Content
1	HMRC	£1,180.79	P30	PAYE Q3
2	Monster Creative	£171.45	7285	Printing NPSG docs (EMR NPSG)
3	Climate Project Services Ltd	£311.47	420	Clerking services in relation to Neighbourhood Plan
4	Nutbournne Construction	£120.00	13729	Reinstate damaged sign Nutbourne East
5	B Garrett	£13.80		Key cutting for Village Hall noticeboard

To note Direct Debit/Standing Order payments made:

1	Lloyds Bank	£1.20	9 Dec 2021	Interest (1090 Bank Interest Received)
2	Evolve Pensions	£56.86	4 Jan 2022	Pension Dec 2021

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

None.

To confirm/ratify any payments made following email agreement.

None.

HARBOUR VILLAGES COUNCILLORS REPORT TO PARISH COUNCILS
Penny Plant - David Rodgers - Adrian Moss

CHIDHAM & HAMBROOK PARISH COUNCIL
FEBRUARY 2022

VILLAGE MATTERS

Your councillors will give you a brief verbal report.

COUNCIL MATTERS

CLIMATE CHANGE

Good progress is being made with CDC's Climate Change Action Plan. Services across the council have made changes or introduced initiatives to respond to this very important issue and CDC will be telling residents more about these changes over the coming months. CDC is also in the process of launching a campaign to highlight the range of home energy efficiency measures that residents and businesses can take, to both help save money and protect the environment. Generating renewable energy in your home and making it as energy efficient as possible are two of the biggest things you can do to reduce your carbon footprint. A range of grants are available to help residents to insulate their homes and install low carbon heating, and there will be more launched throughout the year. The easiest way to find out what is available and to see if you are eligible is to contact CDC's delivery partner Arun and Chichester Citizens Advice on: 01243 974063 or by visiting:

<https://arunchichestercab.org.uk/contact-us/energy-2021>

I'm pleased to tell you that over a quarter million pounds of funding has been awarded to residents in the district over the last two years to help make their home more energy efficient, with further funding on its way.

CULTURE

2022 is quite a year for the district. Not only is it the Queen's Platinum Jubilee, but we can also look forward to an exciting season of events, performances, live entertainment and community projects through CultureSpark to mark a momentous year of culture.

Celebrations will be taking place to recognise 60 years of Chichester Festival Theatre; 40 years of Pallant House Gallery; 30 years of Chichester Cinema at New Park's International Film Festival; 10 years of The Novium Museum and Festival of Chichester; and even more impressively, 200 years of the Canal Trust.

Inspired by the anniversaries, Culture Spark will also bring together a wide range of community groups, individuals, the university, colleges and schools from across the district to celebrate Chichester's rich cultural offering. The full programme will be announced later this spring, but more information can be found at:

www.thegreatsussexway.org/culture-spark-2022/

Jubilee Grants

At their January 2022 meeting, the Grants and Concessions Panel approved proposals for a small fund for the Queen's Platinum Jubilee celebrations later in the year. As with previous national commemorative events, such as VE Day and the Centenary of the end of the First World War, a pot of £10,000 has been identified and bids limited to £250 per parish/town/city council.

HARBOUR VILLAGES COUNCILLORS REPORT TO PARISH COUNCILS

Penny Plant - David Rodgers - Adrian Moss

The panel's preference is to support lasting acts of commemoration, in line with scheme for VE Day. Examples given include new benches or other street furniture, planting schemes etc. Purchases relating to planned events would be restricted to equipment that is likely to be reused for other community activities in the future, rather than consumables, hires or other one off costs.

Information about the scheme, application process, and related initiatives for the Jubilee (The Green Canopy planting initiative, the lighting of beacons) have been circulated to Parishes, any enquiries to the Communities Team: community@chichester.gov.uk

BUSINESS

St James Industrial Estate

All the pre-commencement planning conditions have been successfully discharged and the enabling works, including ground stabilisation and concrete crushing works, are complete. The cut and fill works are progressing well with the pad foundations for all five blocks now poured. Building Control have attended site for their first visit to inspect progress with the foundation works. The design for the steel frames has been completed and the order placed with Mildren's proposed sub-contractor.

The latest high street shop vacancy rate figures:

Chichester 12.4%

East Wittering 0%

Midhurst 8.3%

Petworth 4.5%

Selsey 5.4%

HOUSING

Freeland Close new build scheme

The contractor W Stirland is now in the last phase of the project and into the last few weeks of the contract. Plenty of work is being carried out inside the new flats and to the external areas surrounding the new building.

The new waste and recycling store is rising out of the ground with a sturdy steel frame, timber cladding, a mesh roof and lockable gates to help prevent fly tipping, which had become a serious problem. A new dropped kerb will mean the refuse crews will no longer have to reverse into Westward House making operations quicker and more efficient.

The contractor is currently making all the connections to the services so there are trenches surrounding the building for water supplies, sewerage, surface water drainage and electricity connections.

Inside the flats, a range of activities are underway with tiling, painting, kitchen and bathroom installations, electrical installations, and the construction of the built in storage to name just a few.

In the next 4 weeks there is a long list of work to complete, for example floor coverings will be laid throughout and there will be blinds provided to all the windows in the flats. External landscaping and the new car parking spaces plus the two electric vehicle charging points will also be constructed.

HARBOUR VILLAGES COUNCILLORS REPORT TO PARISH COUNCILS

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WELLBEING

Time to Talk Day

Time to Talk Day is the nation's biggest mental health conversation. On Thursday 03 February 2022, we are being encouraged to have a conversation around mental health. It's the day that friends, families, communities, and workplaces come together to talk, listen and change lives.

This month Wellbeing Check-ins are being offered to students at Chichester University. There will also be a wellbeing drop in to the MIND group in Midhurst and Wellbeing talks for the Peer Support Group for carers of people living with dementia and Pine ward patient community at Graylingwell.

The latest HeartSmart walk programme is now available covering February to May 2022. A wide range of walks across the district led by Volunteer Walk Leaders and working in partnership with the South Downs National Park Authority. To book a walk or to read the programme please visit: Health events and campaigns: Chichester District Council.

For further information contact Elaine Thomas on 01243 534588

PLANNING & ENVIRONMENT

Planning Policy

Following the member briefing held on the 12 January 2022 a number of actions are being carried forward to progress the next stages of the Local Plan review. Letters have been sent to parishes advising them on the revised development distribution options for the north and south of the plan area, which are currently the subject of testing. This is important at this stage so that parishes are aware of the current emerging local plan strategy options and so that this can be taken into consideration by Neighbourhood Planning groups. Letters have also been sent to service and infrastructure providers regarding the latest development distribution options to seek feedback on the deliverability of these options and detailed infrastructure requirements. The strategic options for development distribution in the north and south of the plan area will also now be appraised through the Sustainability Appraisal (SA) process. Ongoing engagement with parishes, responses received from infrastructure providers and the SA work will help to inform the refinement of a strategy for the next stage of consultation on the Local Plan review. Also, the planning policy team are now progressing site allocation work for the south of the plan area as part of working towards the next stage of consultation in the summer of this year.

Revised Air Quality Action Plan

The revised Air Quality Action Plan was adopted by Cabinet 11-01-2022. In relation to Nitrogen Dioxide, air quality has improved over the last ten year period so much that the Air Quality Management Areas at Orchard Street and Stockbridge A27 Roundabout, Chichester will both be formally 'revoked'. The Plan contains details of air quality monitoring and modelling that evidences this approach. The air quality monitoring stations at Orchard Street and Lodsworth will also be decommissioned in the coming period, although generally the council's air quality monitoring programme will continue. The revised plan should assist the council in partnership working with WSCC (as the Highway Authority) and in bidding for monies to fund actions listed in the document. The Government is committed to publishing a new air quality standard for PM2.5 at the end of this year. The council will review that standard and revised statutory guidance when it is published and adjust the plan via Cabinet

HARBOUR VILLAGES COUNCILLORS REPORT TO PARISH COUNCILS

Penny Plant - David Rodgers - Adrian Moss

as necessary. Nevertheless, the plan does include actions intended to tackle PM2.5 emissions.

Coast Protection Works

The council's maintenance contractor has been busy on the beach in January repairing damage to the timber groynes and replacing marker beacons that were lost during recent storms.

Beach management works are also due to commence towards the end of February. These works will last for 3-4 weeks and will involve the importation and placement of 9,000t of additional beach material on the west side of Selsey. The work is required to protect homes from flood risk and potential loss to sea, by replacing material lost through natural processes.

Unauthorised vehicle deterrents – New Park Road and East Broyle green spaces

CCS has been working with Landscape architect David Hares and local residents to finalise plans for vehicle deterrents at New Park Road and East Broyle. Drawings are being prepared that incorporate a mixture of bunds, ditches and bollards that will provide a substantial deterrent while being aesthetically pleasing and maintaining the feeling of open space. It was originally hoped work could start on site early Spring but ground conditions may delay this to late Spring or early Summer. While there is a desire to complete the work as soon as possible this has to be balanced with the potential for damage and resultant reinstatement work if ground conditions are too soft. Residents have been engaged throughout the discussions and are happy with this approach.

CCS RCV Fleet replacement.

CCS have ordered nine 26 tonne Refuse Collection Vehicles (RCV) to replace part of its aging fleet. The order was won by Dennis Eagle, based in Warwick following a full procurement process. The vehicles will be delivered in July 2022. Procurements for 2 electric RCV's and a 3 smaller (12 tonne) RCV's are currently being progressed.

Draft notes of the Advisory Group to the Planning Committee meeting held on Thursday 20 January 2022 at 7:30pm

Present: Cllr B Garrett
Cllr S Johnson
Cllr J Towers (Chair) Cllr S Bramwell Smith
Cllr J Sheppard

In attendance: Clerk & RFO

Also in attendance: District Cllr D Rodgers

Members of public: Mr & Mrs A Green

Meeting opened at 7:30pm

AGP 78-22 Election of Chair

As the current Chair had resigned, it was proposed and seconded that Cllr J Towers be elected as Chair of the Planning Committee.

Resolved: That Cllr J Towers be elected Chair of the Planning Committee.

AGP 79-22 Apologies for absence

Cllrs Garrett and MacDougall had given their apologies.

AGP 80-22 Declarations of Disclosable Pecuniary Interests

None.

AGP 81-22 Notes of the last meeting

Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 28 October 2021:

That, subject to the incorporation of the above amendments, the notes of the last meeting held on 16 December 2021 be agreed as a correct record and be signed by the Clerk noting the minute number.

AGP 82-22 Public Open Forum

There was no request to speak.

AGP 83-22 Planning Applications

AGP 83-22.1 CH/21/03269/DOM - extension agreed to 21 Jan 22

Ms Anya Roberts

Furness Broad Road Hambrook Chidham

Change use of loft space to habitable accommodation to include 2 no. side dormers and the erection of a garden room.

A visit had been carried out Wednesday 19 January 2022.

Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 28 October 2021:

That the committee has no objection to this planning application.

AGP 83-22.2 CH/21/03556/DOM – extension agreed to 21 Jan 22

Rebecca & Chris Hanson & Harding-Roberts

17 Maybush Drive Chidham Chichester West Sussex

Single storey side extension to western elevation, new porch, removal of existing chimney, external insulation and replacement of 1 no. front bay window with 2 no. bay windows.

Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 28 October 2021:

That the committee has no objection to this planning application but would request that further advice is taken from a structural engineer regarding the proximity of the tree to the dwelling (noted at T1 in the Tree Survey Schedule).

- AGP 83-22.3 CH/21/02303/OUT - extension agreed to 21 Jan 22
Caravan And Camping Site, Orchard Farm, Drift Lane, Bosham, Chichester, West Sussex
Minor Dev - Dwellings Map Ref: (E) 479422 / (N) 105449 Proposal: Outline Application (with all matter reserved accept Access) for the demolition of caravan repair building, cessation of use of land for caravan storage and removal of hardstandings and erection of 1no 4bed, 3no 3 bed, 4no 2bed and 1no 1 bed bungalows. CHANGE OF HOUSING MIX.
Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 28 October 2021:
That the committee repeats its original objections made on 30 September 2021. In addition, the committee would comment that since this original objection was made, the District Council has published its updated position on its 5-yr housing land supply.
- AGP 83-22.4 CH/21/03464/FUL
Mr P Glynn
Appleton House Farm Drift Lane Chidham PO18 8PR
Change of use of detached garage, store with games room over to create 1 no. 3 bed dwelling.
Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 28 October 2021:
That the committee repeats its original objections raised under planning application 20/00593/FUL, particularly relating to the protection of wildlife and the overdevelopment of the property.
- AGP 83-22.5 CH/21/01797/FUL - requested agreed to 21 Jan 22
Green Acre, Main Road, Chidham PO18 8TP
Demolition of existing property and construction of 2 no. detached dwellings, garaging and associated works.
AMENDED SITE PLAN. To be considered by CDC Planning Committee on 2 February 22
Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 28 October 2021:
That the committee repeats its original objections but would add to this as follows:
 - When the original application was permitted, it was for ten houses and the original dwelling was to be refurbished or demolished and rebuilt. To put in an application for two houses shows scant regard for the planning process or the wellbeing of the local residents, particularly those who purchased homes at Greenacre in good faith.
 - There is no identified need for larger than average dwellings to be built on this site. We reiterate that we think there should be like for like and therefore one three bed house built.
- AGP 84-22 **Planning Decisions**
AGP 84-22.1 CH/21/02474/DOM
Michael Whyte-Venables Fairhaven Main Road Chidham Chichester West Sussex PO18 8TP
Single storey single garage/home workshop to replace dilapidated asbestos-clad garage - (variation of condition 2 and 3 from Planning Permission CH/01/01253/DOM
- variation to include change of materials to match those of the main house and alterations to the size of building.)
PERMIT
- AGP 84-22.2 CH/21/02537/DOM
Mr Daniel Taylor Waterman House Broad Road Hambrook Chidham PO18 8RG
Erection of single storey rear extension.
PERMIT

- AGP 84-22.3 [CH/21/02843/DOM](#)
Mr Tony Leigh Long Acres Drift Lane Chidham PO18 8PR
Retrospective application for construction of tiled pitched roof over existing outbuilding with front pitched roof dormer.
PERMIT
- AGP 84-22.4 [CH/21/00037/DOM](#)
Mr/Mrs C Bull Copperfield Main Road Bosham Chichester West Sussex PO18 8PL
Proposal of new rooflight to west elevation. New dormer with Juliette balcony to south elevation and to lower cill on existing dormer to south elevation.
PERMIT
- AGP 84-22.5 [CH/21/02433/DOM](#)
Ms Anna Randle 14 The Avenue Hambrook Chidham PO18 8TY
Erection of single storey side extension and conversion of existing garage into habitable space following demolition of car port.
PERMIT
- AGP 84-22.6 [CH/21/00919/DOM](#)
Cheryl Jones The Gables Scant Road Hambrook Chichester West Sussex PO18 8UA
Proposed rear single storey extension and minor internal alterations to existing dwelling with an additional two storey side extension in replace of existing garage.
PERMIT
- AGP 85-22 **Planning Appeals**
- AGP 85-22.1 **20/00412/OUT - APPEAL DISMISSED AND PLANNING APPLICATION REFUSED**
Land Off Broad Road Broad Road Hambrook PO18 8RF Informal Hearing Outline
Application for the construction of 35 no. affordable residential dwellings for first time buyers and those looking to rent their first home (Paragraph 71 entry-level exception site), with all matters reserved other than access. Dismissed on basis of nitrate neutrality on too small site.
- AGP 85-22.2 **20/03378/OUT - IN PROGRESS**
Informal Hearing 15 Feb 2022 - Chichester Harbour Hotel
Land At Flat Farm Hambrook West Sussex PO18 8FT
Outline Planning Permission With Some Matters Reserved (Access) - Erection of 30 dwellings comprising 21 market and 9 affordable homes, access and associated works including the provision of swales.
- AGP 86-22 **Planning Enforcement**
No updates had been received on enforcement matters.
- AGP 87-22 **Chair's Report**
In the absence of the Chair there was no report.
- AGP 88-22 **Any Other Business**
Mrs S Green was permitted to raise a question at this stage but was reminded that this should be done under Public Open Forum. She asked how it was possible to keep up with information on the progress of the Willowbrook application and was advised that she should keep checking the website.
- AGP 89-22 **Date of Next Meeting**
The date of the next Advisory Group to the Planning Committee meeting is 17 February 2022.
Cllr Gowlett was thanked for his time as Chair on this committee and thanks were also given to Cllr Sheppard for her time on this committee

Meeting closed at 8.06pm

Signed by:

Signed: Chairman

Date:

**Chidham Hambrook Nutbourne East
Neighbourhood Plan Steering Group
10 January 2022 via Zoom Videoconferencing**

MINUTES

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

Apologies: Andy Collins

Honorary Secretary: Lisa Wilcock.

Meeting commenced at 1930hrs

270/21	Apologies None	
271/21	Declarations of Interest None	
272/21	Approval of minutes of the meeting held on 6th December 2021. Approved.	
273/21	Matters from mins that are not on the agenda Noted next meeting is 7 February 2022.	
274/21	Opening remarks by Chair None of note.	
275/21	<p>Matters not on the agenda that the Chair considers need to be added at short notice. Whether to go ahead with the Public Meeting because of COVID The group are not likely to know what the situation will be. By the 18th. The area is running at 1 in every 100 people. Do we continue with the public meeting.</p> <p>Public F2F and Zoom meetings/ Do we go ahead with F2F meeting. Group recognises the difficult situation that a face-to-face meeting being put in place and how it may affect some people's decision to attend who may have underlying health conditions. Noted that it is reported that the Omicron strain may have peaked. The group discussed the concern of getting a large number of residents at St Wilfrid's Hall for a face-to-face meeting and although not culpable the main concern was over a lack of attendance. The Chair asked the group whether to cancel the public meeting on 18th and asked for any further comments on that. It was discussed that it was an opportunity for the public to receive hard copies of the interim report and even if the public meeting were to be cancelled a presence at St Wilfrids at the same date and time of the public meeting should be made available just in case word does not get around. Hard copies of the document and a piece of paper telling residents about the Zoom meeting the next day will be made available to enable residents an opportunity to voice their views. Noted that the group still have not had housing allocation from CDC but it is expected imminently and this could shift the discussion. It was agreed that the group will retain the St Wilfrids room booking and have 3 volunteers on hand to help any resident who may turn up. Action Chair to notify the Clerk so that the website can be updated. Action JT to put it on Facebook. Action Bruce Garrett to speak to Harry about obtaining the key and tell him not to set out the chairs.</p> <p>Agreement of the Agenda of the Zoom meeting The Chair went through the proposed agenda which was distributed to the group in advance of the meeting. It was agreed that the following members would speak under the agenda items as follows: Opening Remarks – PMacD Brief background – SJ and JT Q and A – to be Chaired by PMacD</p>	PMacD JT BG

	<p>Summing up – Chair</p> <p>It was agreed that some screen sharing of the strategy itself would take place but JT will talk to SJ outside of the meeting to set this up. The Clerk will be asked to attend the zoom to support the Chair. Action PMacD to speak the Clerk about attending the Zoom meeting.</p> <p>Any other matters related to these meetings.</p> <p>The group discussed possible points that the public may bring up and how responses would be handled. Noted that the public have made it clear that they do not want more than 200 houses in the parish. Noted that objective studies on each of the sites is very important as these studies back the groups site selections. It also needs to be made clear that residents' feedback is evidence which will be required to fight against any proposals which do not fall in line with the draft NP. Noted that some answers to question may be followed up by email if they require further investigation.</p> <p>The group discussed a Deadline for the questionnaire. It was suggested that it could be 31 January 2022 but if it is in the Village Magazine then that may be too early. It was agreed that the questionnaire deadline will be set at 14 February 2022 and this will be put on the website. Action PMacD to ask the Clerk to put it on the website.</p>	PMacD PMacD PMacD
276/21	<p>Policy Document</p> <p>SJ updated the group on the current situation. Noted that an email from JH had been received on the day of the meeting but had not been fully analysed but it appeared that the document had very little further changes to be made. It is expected that the document will now progress to a finished document fairly quickly.</p>	
277/21	<p>Any other business</p> <p>Noted that concern over the Scant Road development may make residents not support the NP.</p> <p>Noted that a 2-form entry school is expected in the Southbourne area only and not within the Parishes</p>	
278/21	Date of next meeting Monday 7 February 2022	

Meeting closed 2100 hrs

**Draft notes of the Advisory Group to the Public Open Spaces Advisory Committee (POSAC)
meeting held remotely on Tuesday 25 January 2022 at 7:30pm**

Present: Cllr P Bolton
Cllr P MacDougall Cllr S Bramwell Smith
Cllr J Sheppard

Also present: Clerk & RFO

- AGPAC 32-22 **Apologies for absence**
Cllr J Towers had given apologies.
- AGPAC 33-22 **Declarations of Interest**
There were no declarations of interest.
- AGPAC 34-22 **To approve notes of previous meeting**
Recommendation under the Scheme of Delegation dated 27 May 2021 and revised on 28 October 2021: That the notes of the meeting held on 23 November 2021 be agreed as a correct record and signed by the Clerk noting this minute number.
- AGPAC 35-22 **Matters Arising from minutes not on the agenda**
None.
- AGPAC 36-22 **Broad Road Play Area**
Andrews Ground Maintenance had emailed with details of a loose support on the Wobbly Bridge play equipment which had been taped off. Cllr Bolton advised that he would inspect the play equipment and suggested that perhaps a metal casing could be placed on the support at ground level. The Clerk advised that we had a budget for play equipment replacement if it was considered necessary or alternatively, we could have the piece repaired.
- AGPAC 38-22 **Development of the Hawthorne meadow**
The Clerk had circulated an update on her progress with the planning applications for the culvert at Broad Road and the pathways around Hawthorne meadow. There were now 4 benches in Mr Baldwin's garage for Hawthorne meadow and 2 circular benches in Cllr Bolton's garage for Pynham meadow. Stonehouse Construction would be carrying out the construction of the culvert in Pynham meadow and the culvert on Broad Road. PSM Construction would be installing the pathways on Hawthorne meadow and the ramps to the road and drop kerbs.
- AGPAC 39-22 **Development of Pynham meadow and tender details**
Cllrs Bolton and Bramwell Smith had met one contractor who will tender for the work to Pynham meadow. He will be preparing a rough outline proposal and costings, although fixed costs may not be possible because there are many unknowns. One of the challenges we face is having an area that is dog free and it has been suggested that a 3 ft fence is created around this area with 2/3 gates. It will be impossible for the entire meadow to be dog free.
The contractor advised on how he would go about getting the area to a level which was plantable with a central area with good lawn type grass and outside the main area would be grasslands. Some of the areas near the edges and the forest could be left a bit wild. The practicalities of the concept would become clearer as we work through the design.
The pathways were discussed and he could get hold of sandstone material which is not quite as hardwearing as Type 1 but more ecological. He will let us have his proposals.

Cllrs Bolton, Bramwell Smith and the Clerk would meet with the second contractor on Thursday 27 January.

AGPAC 40-22

Miyawaki Forest

The Miyawaki forest is being progressed by a grant from Chichester District Council. Cllr Bramwell Smith had visited all properties between the meadows to tell them on this scheme and all were very enthusiastic. CDC had sent us a plan with 3 options for where the Miyawaki Forest could be sited and option 2 has been chosen as the best site to avoid the Hambrook Relief Sewer – to the south of Pynham meadow in the centre backing onto the hedge. There are a lot of animals in the hedge and near the western ditch. It was possible that an enclosure fence would be required but this would be installed as part of the grant. They will install this within the next 8 weeks.

AGPAC 41-22

Trees

Cllr Bramwell Smith advised that she was speaking to someone in Southbourne about the availability of trees. The Tree Rangers were willing to come and help us to dig them in.

CDC also has a grant for the Community Orchard which we can apply for.

AGPAC 42-22

Any other business

- Query when the ditch work in Pynham will be started.
- Query on our Communication Plan with residents. It was suggested that we include all residents in any communication, not just those around the meadows. This could also be included in the Village Magazine and on Facebook. Residents could also be invited to future meetings for their suggestions.
- Jacky Sheppard was thanked for her hard work on this committee and all agreed that she would be a great loss to the Parish Council.

AGPAC 43-22

Date of Next Meeting

It was agreed that Cllr Bolton would circulate a note following the meeting with the second contractor on Thursday 27 January giving an update on all proposals. A date for the next meeting would then be decided.

The meeting closed at 8:28pm

Signed by:

Date:

**Bournes Forum Zoom Meeting Jan 26th - Report to the Parish Council,
S Johnson**

I attended this meeting because Philip MacDougall and Jane Towers could not.

The Guest Speaker was Chichester Harbour Conservancy Harbour Master Richard Craven who talked about the Chichester Harbour Protection and Recovery of Nature project: CHaPRoN . This has the support of the EA, Natural England and the Conservancy, and now CDC and Southern Water. Key issues are the importance of Saltmarsh and Sea Grass protected habitats, and water quality, bacteriological counts, nitrate levels and other pollutants. Although many will think that the harbour is deteriorating, a longer perspective is that action taken has produced improvement in waste quality because of improvement to waste water treatment, particularly UV treatment of Apuldram effluent (2008 upgrade).

The bacteria counts (E.Coli and Enterococci) at 11 sites indicated the water quality met EU bathing standards. However I don't think there has been very much rain recently so the picture is not impacted by storm water discharges. Studies of E.Coli in Oysters suggests they would usually need further treatment before being considered fit for human consumption.

There are many pollutants found in harbour sediments, a legacy of our industrial and farming past. High levels of Nitrates suppress sea grass beds. Other pollutants are heavy metals, microplastics and endocrine disrupters.

Reports and discussions

Chemroute: The situation was discussed. The project is supported in principle by Parish Councils, CDC, and WSCC, but there are important concerns about 'pinch points' at various locations and shared pavements. The project is driven by National Highways, not WSCC.

There seems to be a doubt about the state of the funding.

Southbourne NP: Discussion about a vehicular bridge over the railway. There appear to be some uncertainties about traffic assessments for different housing numbers, and if or at what stage a bridge would be built.

Future Guest speaker: Susan Pyper, Lord Lieutenant of West Sussex would be approached. The date of the meeting would depend on her availability.

Stephen Johnson
28/1/22

Meeting with WSCC re the proposed Broad Road Cycle way.

On 20th January I attended a virtual meeting with representatives from WSCC Highways and two engineers from WSB, who they have contracted to undertake the design. Adrian Moss and Andrew Kerry-Bedell were also on the call.

This was surprising to me as I thought the scheme had been postponed due to incompatibility with new guidelines in LTN20. However, WSCC have the scheme earmarked as a Community Highways Scheme and WSB are continuing with their preliminary design, having already completed a feasibility study. This will then be presented to all stakeholders.

We were shown a design on the call but it is too big a folder to be emailed and a paper copy is not available. The proposal is to run the cycleway from Scant Road West to Main Road joining the Chemroute, crossing the A259 into Chidham Lane and terminating at the top of the Lane. It would be a shared use path 2.5 - 3 m in width, sometimes narrowing to 2m around obstacles such as trees, south of the railway. It would be separated from the carriageway by a grass verge. This still does not comply with LTN20

At the railway crossing cyclists would be expected to dismount.

The laybys on the east side of Broad Meadow would be removed and 16 parking spaces created in Flatt Road.

They are hoping for a stakeholder consultation by the end of March 2022 which would seem to be incredibly ambitious, particularly as this would involve liaising with National Highways re Chemroute and how it joins it.

It will be important for us to have full sight of the proposal and to ensure that all residents of Broad Road and those who will lose their parking spaces are consulted in the first instance.

Jane Towers

31/01/22

Advisory Group to Parish Council – 2 December 2021

Schedule of Payments

To authorise invoices for payment:

	Name	Payment	Invoice/Ref No.	Content
1	Andrews Ground Maint	£50.00	CHPCDEC21	Risk assessments playground
2	Village Hall	£21.25	22/04	Hall hire
3	Andrews Ground Maint	£523.00	CHPCJAN22	Ground maint/risk assessments
4	SLCC	£108.00	BK204866-1	Training B Garrett
5	Troy Hayes Planning	£720.00	2134	Review of draft policies

To note Direct Debit/Standing Order payments made:

1	Lloyds Bank	£1.29	10 Jan 2022	Interest (1090 Bank Interest Recvd)
2	Evolve Pensions	£56.86	3 Feb 2022	Pension Jan 22

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

None.

To confirm/ratify any payments made following email agreement.

None.