

Minutes of a meeting of Chidham and Hambrook Parish Council held on Thursday 4 April 2024 at Chidham Village Hall commencing at 7.30pm

Present: Mr P Bolton, Mr G Dixon, Mrs S James, Mr S Johnson,
Mrs J Towers (Chairman), Mrs M Savory

In attendance: Mrs C Smith (Clerk & RFO), Mr A Kerry-Beddell (WSCC)

30/24C Apologies for absence

Apologies were received and accepted from Cllr Sargent.
Apologies were noted from District Councillors Mr A Moss and Mr R Bates.

31/24C Declarations of interest

None.

32/24C Minutes

On a proposal from Cllr Towers, it was **RESOLVED** that the Minutes of the Parish Council meeting held on 7 March 2024 be confirmed as a true and correct record of the meeting and they be signed by the Chairman.

33/24C Actions Update

It was noted that there were a number of questions that needed clarifying before putting in the application for work on the tree stump. It was suggested that work should be done during the school holidays to minimise the inevitable disruption. After much discussion it was agreed that for safety reasons the whole road should be closed whilst work is being undertaken. It was agreed that Cllr Johnson would review that application form and let the Clerk have answers to the questions raised.

It was noted that the culvert in Cot Lane was still work in progress.

Cllr Towers had received notification from Cala Homes about the lights and were looking into the concerns.

Marc Davies (Friends of the Ham Brook) has agreed to speak at the Annual Parish Meeting.

34/24C Public Session

Nothing raised.

35/24C Reports

Chairman's Report

Cllr Towers expressed her regret that Mr Garrett had resigned from the Parish Council. Mr Garrett had made a significant contribution to the Parish Council and would be sorely missed.

Cala Homes had confirmed their agreement to split the promised contribution of £1500 between the two suggested organisations, Friends of the Ham Brook and Maybush Copse Friends.

Chichester District Councillor's Report

The District Councillors report had been circulated prior to the meeting.

Cllr Johnson reported that the CDC Planning Committee had met on 27 March 2024, there were no applications in the parish at that meeting. Additionally, the Boundary Review Panel had met, but there would be no changes for Chidham and Hambrook parish.

A meeting at CDC is scheduled for 10 April 2024 to finalise the Local Plan. It was hoped this could be submitted to the Planning Inspector soon.

West Sussex County Councillor's Report

The County Councillors report had been circulated prior to the meeting.

Mr Kerry-Beddell report that the County Council were trying to limit TRO's in the Bourne area. The only one in this parish is the top of Broad Road.

Mr Kerry-Beddell also reported on storm overflows, not relevant for planning. Already the District had lost 2000 housing capacity because of the wet year. Housing allocation numbers were awaited but both Chichester and Bosham have no capacity because of flooding.

Clerk's Report

Nothing specific to report.

36/24C Committee Meetings

The Minutes of the Planning meeting held on 21 March 2024 were **NOTED**.

The Minutes of the NPSG Meeting held on 26 March 2024 were **NOTED**.

37/24C External Meetings

No external meetings had been attended.

38/24C Highways Issues

Cllr Towers reported that the issue at the top of Chidham Lane was now urgent as surface water was not draining away and it was having a detrimental affect on some residents. It was noted that in 2019, the Parish Council agreed to fund the creation of three small layby's at this location and this had got lost as the result of the pandemic.

Thanks were given to Mr Kerry-Beddell for putting together a plan for the formation of new laybys. The Parish Council was asked to consider the use of CIL funds to improve the parking on Chidham Lane.

A query was raised as to whether this action might set a precedent as residents may question why work was funded in one location but not another.

It was suggested that the Parish Council should review all CIL projects and then prioritise them against the CIL funding available.

It was noted the work to provide three laybys in 2019 was on the CIL schedule at that time and the Parish Council was being asked to reinstate the project. It was noted that this project would require a Community Highways Scheme application, with a deadline for submission of the application being 31 July 2024.

It was agreed to collate all areas in the parish that needed work and to bring this to the next meeting to enable this to move forwards.

On a proposal from Cllr Towers, it was **RESOLVED** that the project to provide three layby areas on Chidham Lane be reinstated for action as a special case, with the collation of other projects being undertaken at the next meeting.

Cllr James asked for it to be minuted that the process of allocating CIL money and the use of a Community Highways Scheme difficult to understand.

39/24C Policy Adoption and review

Home Working Policy

It was agreed that this policy be reviewed by staffing committee.

40/24C Annual Parish Meeting

It was noted that the date had been set for 30 May 2024.

Items on the agenda would include an introduction, approval of previous Minutes, a Local Plan/Neighbourhood Plan update, an update on the Meadows, and talks from Friends of the Ham Brook and Maybush Copse Friends.

It was agreed that Cllr Towers would submit something to go into the Village Magazine, the Clerk would also seek costs for delivery of a leaflet to every house in the parish. It was also agreed to serve drinks and nibbles at the end of the event.

A question was asked about having someone to speak about the new cemetery extension. Cllr Johnson agreed to clarify the use of this in the first instance.

41/24C Finance and Governance

Access to an online course relating to the Tree Warden role
This request was withdrawn

Schedule of payments

On a proposal from Cllr Towers, it was **RESOLVED** that the schedule of payments totalling £10,157.87 be made.

42/24C Upcoming Meeting Dates

Dates for forthcoming meetings.
Planning Committee – 18 April 2024
NPSG Committee – 22 April 2024
Finance Committee – 24 April 2024
Annual Parish Council meeting - 2 May 2024

43/24C Items for referral to the next meeting.

Homeworking policy
CIL projects

There being no further business the Chairman declared the meeting closed at 8.40pm

Signed: _____
Chairman

Date_____