

**Draft notes of the *ADVISORY GROUP* to Chidham and Hambrook Parish Council  
held remotely on Thursday 2 September 2021 at 7:30pm**

**Present**

Cllr C Archer	Cllr P Bolton
Cllr S Bramwell Smith	Cllr G Hyde
Cllr P MacDougall (Chair)	Cllr J Sheppard
Cllr J Towers	

**In attendance** District Cllrs A Moss, P Plant and D Rodgers

**Members of public** Mr H Bates and Mr A Kerry-Bedell

**Also in attendance** Mrs B Jones, Clerk & RFO

*Meeting commenced at 7:30pm*

AGPC 32-22 **Apologies for absence**

Apologies had been received from Cllrs Garrett and Gowlett.

AGPC 33-22 **Declarations of Interest**

None.

AGPC 34-22 **Notes of the last meeting**

**Recommended under the Scheme of Delegation agreed on 27 May 2021:** That the notes of the meetings held on 1 July 2021 and 29 July 2021 (Extraordinary meeting) be agreed.

There were no matters arising.

AGPC 35-22 **Public Open Forum**

No issues were raised.

AGPC 36-22 **Receive Reports**

AGPC 36-22.1 Parish Council Chair

The Chair gave the following report:

- Due to the resignation of Rachel Perri there was now a vacancy on the Parish Council. It was agreed that a letter be sent to Rachel to thank her for her commitment as an effective member of the Council.

- He had carried out the annual review of Council assets. The bus shelters were generally in good condition but they attract litter and are a bit dirty. The glass had now been replaced in the Barleycorn North bus shelter. The Linda Wilkinson memorial bench at the Catch Pond possibly required sanding down and re-weatherproofing. A review of the bench at the Catchpond would be undertaken to we would get advice in relation to the work required to treat the bench. The noticeboards would be discussed under a separate agenda item. Nothing had been done to the telephone box.

AGPC 36-22.2 District Councillors

A report had been circulated.

District Cllr Plant apologised for the issues experienced with regard to the collection of electrical items and textiles and she would chase up any issues. With regard to housing of Afghans she advised that the County Council would be working with the Home Office to identify available housing and would liaise with the District Council.

AGPC 36-22.3 County Councillor

A County Councillor had not yet been elected. Any issues should be directed to the relevant WSCC Officer. Cllr Sheppard was concerned that a piece of land on the A259 to the West of White Cottage had recently been cut back and left in an appalling state with a chain link fence knocked back and rubbish not collected. **Action: Clerk to report this on LoveWest Sussex.**

AGPC 36-22.4 Clerk & RFO

The Clerk gave an update on the following matters:

- Flatt Road allotments to parking – once the allotment area on Pynham Meadow had been designed we could then liaise with CDC to have the S106 agreement revised with Hyde agreement as they would need to carry out the work to put in a parking area.

- Parish and Village Entry Signs – WSCC had granted a licence and the erection of the signs would be progressed shortly.

- Election of new councillor – CDC had confirmed that a formal election was not required and cooption of a new councillor could take place. A notice would be put on the website, on Facebook and on the Village News with a closing date for submission of expressions of interest. **Action: Clerk to add to the agenda for the November 2021 meeting.**

- Laptops for councillors and migration to Microsoft 365 – Cllr Towers had not received a laptop and would get in touch with JNR Computers. All Councillors should stop using Gmail at 12pm on Friday 24 September and log onto Microsoft 365 on new laptops (if they have them) or on their personal computers on Monday 27 September. **Action: Clerk will get a process sheet from JNR Computers for all to follow**

#### AGPC 37-22.5 **Committee Minutes & Reports**

AGPC 37-22.1 Fencing at St Wilfrids Hall (NHB grant) and graveyard extension (CIL funding)  
Mr H Bates, PCC of Chidham, gave an update on two projects.

- 1) The fencing to the children's play area had recently been completed to the satisfaction of the parish architect and the invoice of £3,544.99 had been presented to the Council for payment. Thanks was given to the Parish Council and CDC for all their help in completing the project.
- 2) The planting plan for the graveyard extension had been circulated to councillors as requested. The quotation for the planting scheme had included trees, hedge planting and rabbit fencing. The parish architect had been requested to obtain a further quote and a site plan would be prepared and easements and rights of way checked before proceeding.

The Chairman thanked Mr Bates for this update.

AGPC 37-22.2 Advisory Group to the Planning Committee

The notes of the meeting held on 19 August 2021 were noted.

Those attending the Sunley appeal gave an update on the process of the appeal enquiry and their experience of attending. The Inspector had been concerned about the issue raised by this Parish Council that the notification had not been received in good time. However she had decided that there had been no prejudice.

The Inspector had spent some time going through the various issues raised. She had visited the site. It was not clear who the builder would be and possibly this site would be sold if planning permission was granted. The Inspector spent time quizzing CDC on why they decided not to defend the appeal. This appeal was ongoing.

AGPC 37-22.3 Neighbourhood Plan Steering Group (NPSG)

The notes of the meeting held on 16 August 2021 were not available for discussion and would be deferred to the next meeting.

AGPC 37-22.4 Bourne Bus Route

The Council considered the questions put to it by Mr A Kerry-Bedell. It was suggested that a parish residents survey be carried out by posing the questions on the website, on Facebook and in the Village News as well as circulating by email to residents.

The proposed parish representative on this group was discussed. The item will be put back to the next Parish Council meeting for further discussion.

**Recommended under the Scheme of Delegation agreed on 27 May 2021:** That a survey be carried out with parish residents.

AGPC 37-22.5 Consultation – Strategic Wildlife Corridors

The outcome of the Public Meeting held on 23 August 2021 was discussed. Sarah Hughes, Community Wildlife Officer CDC had given a good presentation. A response to the [consultation](#) was required by 10 September 2021. Cllr Towers offered to send the Chair the comments she had made on this consultation in her private capacity. Cllr MacDougall agreed to circulate a response to the consultation to all for comment and to input the Council's response onto the website. **Action: Cllrs Towers and MacDougall**

AGPC 37-22.6 Consultation – Highways England new plans for cycle route to link Chichester and Emsworth

Cllr MacDougall agreed to lead on this and to collate a response to this consultation by due date of 23 September 2021. **Action: Cllr MacDougall**

AGPC 37-22.7 Parish Council Noticeboards

The current state of the village noticeboards was discussed. The Chair advised that he had been approached by Fr. Andrew offering to take over the noticeboard for church advertising and to keep it maintained. Cllr MacDougall had keys for this and the Village Hall noticeboard, which still had a hole in it following the pellet gun attack. The noticeboard at the playground had not been checked. The Chair advised that with the move to electronic communication only 1 person had ever complained about noticeboards whereas there had been a lot of comment about the website. Following discussion it was agreed that Fr Andrew's suggestion should be taken up. The Chair agreed to come back to the next meeting with a proposal following his discussion with Fr. Andrew. **Action: Cllr MacDougall; Clerk to add to agenda for next meeting.**

AGPC 37-22.8 CHPC Grant Application from 4Sight for £100

This grant met the terms and conditions of the Council's Grants Policy.

**Recommended under the Scheme of Delegation agreed on 27 May 2021:** That the payment of a grant of £100 to 4Sight be approved.

AGPC 37-22.9 Parish Online mapping system

The Clerk gave an update on the availability of mapping capability at CDC and the usefulness of mapping for all the Parish Council's location based issues such as planning applications, bins, public footpaths etc. She suggested that a councillor could lead on the mapping as it required good IT skills. It was agreed that the Clerk should arrange a short Zoom presentation on Parish Online for all. **Action: Clerk to arrange presentation.**

AGPC 38-22 **Finance and Governance**

AGPC 38-22.1 The Schedule of Payments had been circulated. A further invoice had been received from Andrews Ground Maintenance in the sum of £460.00, and from the Village Hall in respect of the refurbishment of the stage in the sum of £11,092.82.

**Recommended under the Scheme of Delegation agreed on 27 May 2021:** That the payment of invoices to 2 September be approved.

AGPC 38-22.2 The Direct Debit/Standing Order payments made were noted.

AGPC 38-22.3 Receipts paid to the Council's bank account were noted.

AGPC 38-22.4 Two payments made following electronic agreement were ratified.

AGPC 19-22 **Meeting Dates**

Neighbourhood Plan Steering Group – Mon 6 September 2021 7:30pm remotely

POSAC – Tue 14 September 2021 7:30pm remotely

Advisory Group to the Planning Committee – Thu 16 September 2021 7:30pm remotely

Advisory Group to the Parish Council – Thursday 7 October 2021 7:30pm remotely

AGPC 20-22 **Items for the next meeting**

- Meeting face-to-face

- Parish Council noticeboards

AGPC 21-22 **Any Other Business**

None.

The meeting closed at 21.08pm.

Signed by:

Date:

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CHAIRMAN

## Advisory Group to Parish Council – 2 September 2021

### Schedule of Payments

To authorise invoices for payment:

	Name	Payment	Invoice/Ref No.	Content
1	PCC of Chidham	£3,544.99	Various	NHB grant 9/18. Project now complete and payment due to PCC (EMR NHB)
2	PCC of Chidham	£320.00	GS018.SMC01	Environmental Consultant iro PCC graveyard extension (EMR CIL)
3	Troy Hayes Planning	£660.00	2052	Services in relation to the development of the Council's Neighbourhood Plan (EMR NP)
4	Moore Stephens	£360.00	17863/979	2020/21 Audit by External Auditors
5	Andrews	£460.00	CHPCAUG21	Ground maintenance services
6	Nutbourne Construction	£11,092.82	13468	Chidham Village Hall stage refurbishment (EMR NHB)

To note Direct Debit/Standing Order payments made:

1	Evolve Multipensions	£74.15	12 Aug 2021	Pension contributions Clerk Jul 2021
2	ICO	£35.00	5 Aug 2021	Councillors' data protection insurance

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

1	Lloyds Bank	£1.20	9 Aug 2021	Interest (1090 Bank Interest Received)
2				

#### Payments requiring ratification:

1	Andrews Ground Maintenance	£410.00	CHPCJUL21	Ground maintenance services
2	Tikspac UK Ltd t/a Eco Green Communities	£156.00	INV-0197	Dog dispensing station and bags

**Draft** Notes of the Advisory Group to the Planning Committee meeting held on Thursday 16 September 2021 at 7:30pm

**Present:** Cllr S Bramwell Smith Cllr J Sheppard  
Cllr J Towers (Chair)

**In attendance:** Clerk & RFO

Members of the Public: Mr A Green, Mrs S Green, Mr M Perryer, Mr N Perryer, Ms K Simmons – Smith Simmons & Partners

*Meeting opened at 7:30pm*

- AGP 34-22 **Apologies for absence**  
Cllrs Garret, MacDougall and Gowlett had given apologies. Cllr D Rogers and Cllr P Plant (CDC Cllrs) had also given apologies. In the Chairman's absence, Cllr J Towers was elected Chair of this meeting.
- AGP 35-22 **Declarations of Disclosable Pecuniary Interests**  
None.
- AGP 36-22 **Notes of the last meeting**  
**Recommendation under the Scheme of Delegation dated 27 May 2021:**  
That the notes of the last meeting held on 19 August 2021 be agreed as a correct record and be signed by the Clerk noting the minute number.
- AGP 37-22 **Public Open Forum**  
1) Mr Mark Perryer and his son Mr Nick Perryer, attending for agenda item 5.6 (32 The Avenue), gave a brief history to this application. The scheme submitted last year had been revised, removing the dormer windows and the garage on the boundary and resubmitted.  
2) Ms K Simmons of Smith Simmons & Partners, the planning agent, attending for agenda item 5.9 (Cockleberry Farm), spoke about this application. It was being brought forward under the Brownfield First policy. Four mobile homes on the site would be replaced with two new self-build properties with a mix of housing. A landscaping scheme had been drawn up providing 22 new trees. Technical reports detail drainage, highways, sustainable construction and nitrate neutrality.
- AGP 38-22 **Planning Applications**  
AGP 38-22.1 CH/21/02195/DOM  
3 Greenacre Gardens Chidham Chichester  
Single storey side extension  
Last meeting requested extension to 17 September in order to respond and requested documents/layout plans be submitted in readable format.  
**Resolved:** That the Council had no objection and no comment to make.
- AGP 38-22.2 CH/21/02303/OUT  
Caravan and Camping Site Orchard Farm Drift Lane Bosham  
Outline application (with all matters reserved except Access) for the demolition of caravan repair building, cessation of use of land for caravan storage and removal of hardstandings and erection of 6 no. 3 bed chalet bungalows and 3 no. 2 bed bungalows.  
At the last meeting an extension had been requested to 30 September 2021. There were still no comments from Natural England or the Environment Agency. There are issues with regard to the site being within a proposed wildlife corridor. There are concerns about access arrangements. The site is very close to the AONB and

members would like to see comments from the Harbour Conservancy. The map was difficult to decipher. CDC's statement relating to remaining waste water capacity at Thornham WWTW was also to be considered.

**Resolved:** That the Council object to this application.

**Action:** Cllr Towers will pull together an objection for submission and circulate for comment.

- AGP 38-22.3 CH/21/02116/DOM  
Orchard Farm Drift Lane Chidham  
Replacement single storey rear extension  
Last meeting requested extension to 30 September – see comments in minutes of last meeting.  
**Resolved:** That the Council had no objection and no comment to make.
- AGP 38-22.4 CH/21/01910/OUT  
Willowbrook Riding Centre Hambrook Hill Chidham  
At the last meeting a response was agreed to be submitted. Since then a public meeting has been held with residents on Thursday 9 September 2021. The public meeting had not been well attended and the various questions put to the agent was not sufficiently well answered. With reference to the CDC statement regarding capacity at Thornham WWTW, this was another 73 houses to be added along with houses in Havant, Emsworth and Southbourne. We also need to see a traffic survey.  
**Resolved:** That the Council pull all the relevant points together and meet with Southbourne Parish Council to formulate a joint response.
- AGP 38-22.5 CH/21/02254/FUL - Case Officer: Sascha Haigh (Wk 34)  
Mr. N. Perryer 32 The Avenue Hambrook Chidham PO18 8TY  
Demolition of dwelling. Erection of 2 no. semi-detached houses.  
There was concern about the erection of two houses on this small site which seemed more appropriate for a one bedroomed house. There was a lot of surface water on the site and the issue of water coming off the rooves. Also concern relating to the protection of bats during construction works and access through Hazel Copse.  
The site owners answered these queries explaining the provision of bat boxes and the presence of an ecologist on the site during construction. Also that water butts would be employed to catch rainwater and used to flush toilets. The architect had advised the layout as it was felt it would fit the street scene better. They would be amenable to meet with the management company to arrange to contribute towards upkeep of the access.  
**Resolved:** That the Council support this application with a condition that the drainage issues are addressed.
- AGP 38-22.6 CH/21/00037/DOM - Case Officer: Oliver Naish (Wk 35)  
Mr C Bull Copperfield Main Road Bosham Chichester  
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.  
**Resolved:** That the Council had no objection to make but would request a condition relating to the dark skies policy with reduced lighting.
- AGP 38-22.7 CH/21/02168/FUL - Case Officer: Calum Thomas (Wk 36)  
Mr George Smith Land North Of Good View Priors Leaze Lane Hambrook Chidham  
Erection of 2 bed dwelling. Temporary siting of mobile home to accommodate family.  
SBS spoke to him today. He has dug out foundations. He blamed the 1st application was too close to the front boundary and put in second application to move the boundary back.

**Resolved:** That the Council had no objection to this application subject to a condition relating to the removal of the mobile home once construction has been completed.

- AGP 38-22.8 CH/21/02361/FUL - Case Officer: Jane Thatcher (Wk 36)  
Mr and Cllr A Brown Cockleberry Farm Main Road Bosham Chichester  
Demolition of existing warehouse buildings, B8 container storage, residential caravans/park homes and stables and the erection of 10 no. dwellings and associated works including landscaping and access alterations.  
Some documents were not on the portal such as Natural England, Highways England etc. therefore an extension was suggested. Ms Simmons answered questions relating to the occupants of the site. There was low level employment on the site, mainly workshops with hobby work and a lot of storage. A Highways Transport statement had been received. The access drive was long and parking provision and site optimising capacity was noted should it be turned into an industrial estate.  
**Resolved:** That the Council requests an extension until 22 October 2021 in order to meet with the agent at the property once he is back from leave.  
**Action: Clerk to arrange a meeting with Ms K Simmons, Smith Simmons & Partners, to visit the site next week.**
- AGP 38-22.9 CH/21/02537/DOM - Case Officer: Oliver Naish (Wk 36)  
Mr Daniel Taylor Waterman House Broad Road Hambrook Chidham  
Erection of single storey rear extension.  
JS - no effect on external view.  
**Resolved:** That the Council had no objection to this application and no comment to make.
- AGP 38-22.10 CH/20/02743/FUL  
Long Acres Drift Lane Chidham  
Relocation of existing sand school  
**Resolved:** That the Council had no further comment to make.
- AGP 38-22.11 CH/21/01859/ELD  
Land South of Grey Thatch Harbour Way Chidham  
Existing lawful development certificate for land south of the existing dwelling used as a residential garden for more than 10 years.  
**Resolved:** That the Council's comments made previously still stand and there is no further comment.
- AGP 38-22.12 CH/02289/FUL  
Land East of Cot Lane  
Location of gate is not correctly shown.  
**Resolved:** That the Council notes the suggestion made by the Planning Officer that the application is withdrawn and supports this withdrawal and the need for further information before it can be fully considered.
- AGP 39-22  
AGP 39-22.1 **Planning Decisions**  
CH/21/00773/DOM  
Mr K Davey La Traite Chidham Lane Chidham PO18 8TH  
Erection of single storey extension to rear elevation plus alterations to rear and side elevations.  
PERMIT
- AGP 39-22.2 CH/20/03234/DOM  
Creek End Harbour Way Chidham PO18 8TG  
Replacement 2 storey extension and 2 small single storey extensions.  
PERMIT

- AGP 39-22.3 CH/21/01987/PLD  
11 Maybush Drive Chidham Chichester West Sussex PO18 8SR  
Demolition of existing rear kitchen extension and erection of a single storey full width extension.  
PERMIT
- AGP 40-22 **Planning Appeals**  
AGP 40-22.1 20/03378/OUT **NEW APPEAL LODGED**  
Chidham & Hambrook Parish  
Case Officer: Andrew Robbins Informal Hearing 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.  
This is the same piece of land which is the subject of the appeal 20/00412/OUT. The Council needs to put in a submission to the Planning Inspectorate. The agent is endeavouring to prove that mortgage lenders are giving mortgages to land near pylons. They have also asserted that a previous employee was acting prematurely by giving homes over to social housing before proving the mortgage issue. The agent had written to the Council requesting a meeting and putting in a revised application, taking away 9 houses, before pulling the request to meet us. This needs to be informed to the Inspector as part of our submission.  
**Resolved:** That our submission to this Appeal be pulled together and submitted.
- AGP 40-22.2 \* 20/00412/OUT **IN PROGRESS**  
Land Off Broad Road Broad Road Hambrook PO18 8RF  
Chidham & Hambrook Parish  
Case Officer: Andrew Robbins  
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.  
Our submission for this appeal has been submitted.
- AGP 40-22.3 \* 20/01826/FUL **IN PROGRESS**  
Chidham & Hambrook Parish  
Case Officer: Andrew Robbins  
Public Enquiry 01-Sep-2021 VIRTUAL  
Land Adjoining A27 Scant Road West Hambrook Chidham West Sussex PO18 8UA  
Mixed use development comprising 118 dwellings (including 36 affordable dwellings), public open space, landscaping and associated works and a retail convenience store with community space above all accessed via Broad Road.  
This public hearing has taken place and we await the decision.
- AGP 41-22 **Planning Enforcement**  
AGP 41-22.1 Ch/20/00367/CONBC  
Land North of Good View Priors Leaze Lane Chidham  
Breach of conditions  
Planning application CH/21/02168/FUL has been received. Enforcement action will be held in abeyance until determination of this application.
- AGP 42-22 **Chair's Report**  
In the absence of the Chair there was no report.
- AGP 43-22 **Any Other Business**  
There was no other business.



AGP 44-22

**Date of Next Meeting**

The date of the next Advisory Group to the Planning Committee meeting is 21 October 2021.

Meeting closed at 8:36pm

Signed by:

\_\_\_\_\_  
Signed: Chairman

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Date:

**Chidham Hambrook Nutbourne East  
Neighbourhood Plan Steering Group  
16<sup>th</sup> August 2021 via Zoom Videoconferencing**

**MINUTES**

**Present:** Stephen Johnson, Keith Dimon, Jane Towers, Andrew Kerry-Beddell, Andrew Sargent, Philip MacDougall (Chair), Jon Keynes, Andy Collins, Sue Bramwell-Smith.

**Apologies:** Bruce Garrett.

**Honorary Secretary:** Lisa Wilcock.

*Meeting commenced at 1935hrs*

224/21	<b>Apologies</b> Bruce Garrett.	
225/21	<b>Declarations of Interest</b> None.	
226/21	<b>Approval of minutes of the meeting held on 5<sup>th</sup> July 2021.</b> Approved.	
227/21	<b>Matters not on the agenda that the Chair considers need to be added at short notice.</b> Nothing to add.	
228/21	<b>Local Plan Review and implications</b> Toby Ayling submitted a paper to the DC meeting at the end of July. They are saying that the Stockbridge link road is undeliverable as they do not have the money so we have that problem and a problem with waste water treatment and infrastructure. The district as a whole, is unlikely to meet Government housing numbers. They will build within the infrastructure limitations. They need to gather evidence for this to present it to the Government. The evidence needs to be tested then a revised the plan will be provided. Also there are options of phasing of houses. New plan to be completed by Spring 2022. The implication of this are significant for the group. The reduced number is important for the district as a whole, the proposal is also is that development should shift to the East of Chichester and to the North and away from the South and the West. This is good news for the group as the expectation is that the housing allocation will reduce. Housing allocation distribution will change in both phasing and location. Parish Council to write to Susan Taylor and Eileen Lintill and ask them what progress has been made. The authorities cannot make decisions on planning but can get together to convince the Government.	
220/21	<b>Update on Strategy Document</b> Reference to Hambrook and Nutbourne Corridor and an error on the year as it should be 2022 not 2021 but overall the document is very good and gives a good overview. This document is to be distributed to the community to engage them in the progress of the NP. The policies document will be made public as well. The document will go out quite soon. This will be followed by public consultation. SJ to go back to Jon with the amendments and to speak to KD about the new document. <b>Action SJ.</b>	SJ
221/21	<b>Update on Policy Document</b> Arrived on late Friday afternoon and has not been checked yet.	
222/21	<b>Locality Grant Monitoring Report</b> SJ has done the previous ones and will do the next one. <b>Action SJ.</b>	SJ
223/21	<b>AOB</b> i) Sunley Appeal is going ahead and the group will now wait to hear the outcome. The group has requested that the Parish Council attend the appeal. ii) Pallant Homes - there are suggestions that a mature tree should be removed to allow visibility issues. Noted that the 3 cars maximum queue which seems unrealistic. Parish Council to take up the issue on the trees. Noted. iii) Email regarding Manhood Peninsula – 100 houses refused before it got to planning.	

	iv) Hambrook Place development – appeal and 2 <sup>nd</sup> planning application which they may think they will lose. Request from developers to have a meeting with PC. Meeting was set up on 17 <sup>th</sup> August but the developers cancelled the meeting.	
	<b>Date of next meeting 6<sup>th</sup> September 2021.</b>	

*Meeting closed 2057hrs*

**Chidham Hambrook Nutbourne East  
Neighbourhood Plan Steering Group  
6<sup>th</sup> September 2021 via Zoom Videoconferencing**

**MINUTES**

**Present:** Stephen Johnson, Keith Dimon, Jane Towers, Andrew Sargent, Philip MacDougall (Chair), Andy Collins, Sue Bramwell-Smith.

**Apologies:** Bruce Garrett, Andrew Kerry Beddell.

**Honorary Secretary:** Lisa Wilcock.

*Meeting commenced at 1930hrs*

233/21	<b>Apologies</b> Bruce Garrett, Andrew Kerry Beddell, Jon Keynes.	
234/21	<b>Declarations of Interest</b>	
235/21	<b>Approval of minutes of the meeting held on 16<sup>th</sup> August 2021.</b> Approved.	
236/21	<b>Matters not on the agenda that the Chair considers need to be added at short notice.</b> i) Email from Jon Keynes Sunley Estate email to be considered during the meeting. Andy Collins advised the group that the points in the email had been discussed over the months within the group meeting. It was acknowledged that this is a NP Steering group and the remit is not planning but the email contained important points. It was acknowledged that the group is not a planning committee and that the points made should be made at the Parish Meeting. ii) Matters arising – SJ was minuted to do the Monitoring Report on the previous NP. SJ has written a draft report and it will be submitted to the Parish Council for adjustment and approval.	
237/21	<b>Update on Strategy Document</b> The group received a document from Jon Herbert before the last meeting. A number of errors have been corrected and there have been suggested amendments. The amendments have been submitted back to Jon Herbert for the document to be finalised.	
238/21	<b>Update on Policy Document</b> The group received suggestions from Jon Herbert and the group have submitted their response to those suggestions. The group are just waiting for a meeting with Jon Herbert. Noted that the Strategy document and the Policy document are to be published as soon as they are finalised. Noted that the Settlement Gap Policy Document is a policy which has to be credible and the group can justify doing it. The East West gap has been built over on the East side of Broad Road and Toby Ayling commented on this and how we are going to present that gap.	
239/21	<b>AOB</b> i) Strategy document to go out to the community but it is pre regulation 14. This document is an introduction to where we are rather than a regulation 14 process. One issue is hard copies maybe not be the way to go, maybe the group should do extensive publicity about the document and then do an event to present the document via a public event. This was strategy was <b>agreed</b> . ii) Is SJ going to talk to Jon Herbert about the corridors in particular the one near Southbourne. SJ will speak to Jon Herbert about all the outstanding work at once when a meeting is set up. Action SJ to give feedback at the next meeting. iii) Wildlife corridor also needs to be agreed. The CDC website shows the wildlife corridor and the map needs to be considered. Action KD to send the Chair the maps.	SJ

	iv) Local Plan Review – concerned by talk about Chidham and Hambrook number 5 service site out of 22 but there was talk how Chidham and Hambrook had a number of 500 regularly and the west side of Chichester a more appealing area to build on.	
240/21	<b>Date of next meeting 11<sup>th</sup> October 2021.</b>	

*Meeting closed 2028hrs*

**Draft notes of the Advisory Group to the Public Open Spaces Advisory Committee (POSAC) meeting held remotely on Tuesday 14 September 2021 at 7:30pm**

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

Also present: Clerk & RFO

- AGPAC 12-22 **Apologies for absence**  
Cllr P MacDougall gave his apologies.
- AGPAC 13-22 **Declarations of Interest**  
There were no declarations of interest.
- AGPAC 14-22 **To approve notes of previous meeting**  
**Recommendation under the Scheme of Delegation dated 27 May 2021:** That the notes of the meeting held on 6 July 2021 be agreed as a correct record and signed by the Clerk noting this minute number.
- AGPAC 15-22 **Matters Arising from minutes not on the Agenda**  
The Clerk advised that WSCC had confirmed that the waymarker on FP258 near the Hawthorne development had been installed in May 2021. **Action: Cllr Bolton will visit the site and take a photo.**
- AGPAC 16-22 **Development of the meadows**  
Cllr Bolton and the Clerk gave an update on current progress. Planning applications, licences and submissions had been delayed as a result of lack of knowledge of the laws and the requirement for drawings for the bridge application.  
The following issues were raised:  
- Cllr Bolton had met with a Director of the Pynham Meadow management company who had advised that his belief was that no residents cars were permitted to park in the parking area except those using the allotments. The advice from the Council's solicitor had stated that the law was right for both parties. The Parish Council owns the car park and has right of access. The Council had not yet responded to the formal letter from the management company. Their management company has insurance for those using the roads and would be able to cover any accidents. **Action: Cllr Bolton to go back to CDC for advice and to seek out Cllr Archer's views, as well as count the number of car parking spaces.**  
- A display board would be put at the entrance to the meadow from Broad Road along with the dog station.  
- Cycle stands were suggested at or near the car parking area.  
- Cllr Bolton suggested getting a landscaping company to quote for all the landscaping works at the meadows and to act as project manager in getting all the work done – specification, project and delivery. **Action: Cllr Bolton will speak to Cllr Archer. Clerk with contact Andrews, Michelle Furtado and Cllr Bramwell Smith's contact.**  
- It was suggested that Chris Ott be invited to join this group however he had declined.  
- There is a water pipe under the car park and a tap to the east. We could locate the water source at the west to put in a tap there.
- AGPAC 17-22 Dog bin station design action plan  
The Clerk will re-circulate the information regarding the artwork for comment.
- AGPAC 18-22 Meadows 'Residents Communication' Action Plan  
The Clerk advised that she had sent the press release re works to the meadow to the management companies of both Hawthorne and Pynham developments.

There had been a suggestion that a public meeting should be held with residents to inform them of the works to be carried out on the meadows. However, members suggested holding off on this until we are further forward with developments and have something to advertise - possibly when we appoint a landscape management company.

- Cllr Bramwell Smith mentioned the tree offer at present. It was suggested that she meet with the tree wardens and possibly get some whips to put into Hawthorne or grow at home.

AGPAC 19-22 Any other business  
None.

AGPAC 20-22 **Date of Next Meeting**  
The next meeting of this group will take place by Zoom on Tuesday 12 October 2021 at 7:30pm.

Ends 8.38pm

## NEIGHBOURHOOD PLAN MONITORING REPORT

This report covers the period between 1 April 2020 and 31 March 2021.

### General

The Chidham & Hambrook 2014 - 2029 Neighbourhood Plan was made on 20 September 2016. This plan is now in the process of being revised.

### Neighbourhood Plan progress and implementation of NP Policies -

The CDC Local Plan for the period 2014 – 2029 states that in order to meet its overall strategic housing objectives and to address the specific needs of local communities, housing sites should be identified by the NP in accordance with its indicative parish housing numbers. For the parish of Chidham & Hambrook the indicative housing number for the plan was twenty five homes.

By 16/9/2016 planning applications for 112 houses, of which 8 were windfalls, had been permitted so that when the 2014 - 2029 Neighbourhood Plan was made (16/9/2016) the number of houses permitted was well over the required housing indicative number.

A number of major development planning applications were launched during the report period.

July 2020	Land East of Broad Rd - Sunley Homes	118 houses
Aug	Land north of Main Rd - Chas Wood	26 houses (originally 19)
Sept	Land North of Aviary Close	39 houses (subsequently withdrawn)
Dec/Jan	Three sites north of Main Rd	294 houses in 3 separate applications. (Pallant Homes)
Jan 2021	Land East of Broad Rd (Flat Farm)	30 houses

An entry level exception site (ELES) application had been made (17 February 2020) for 35 affordable homes on the same site but this had not been determined. The Parish Council argued that this application did not meet the criteria for an ELES site, and in September 2020 the applicant appealed to the planning inspector on the basis of non-determination and this appeal is ongoing.

The Sunley Homes application (118 houses) was rejected by the CDC Planning Committee in October 2020.

Sunley subsequently launched an appeal in May 2021 which is ongoing.

None of the other applications have been determined.

These applications are potentially contrary to policies LP1, EM2, EM3 of the made Neighbourhood Plan. However, in view of the inability of CDC to demonstrate a 5-year housing land supply (4.3 years, July 2020) the policies of the made Neighbourhood Plan are deemed to carry less weight, and as a result the balance is tipped towards the presumption of sustainable development.





Chidham & Hambrook  
Parish Council

The District Council has agreed an interim Policy Statement for Housing Development (November 2020) but the significance of this in terms of determination of these applications has not yet been tested.

### **Community Infrastructure Levy receipts or expenditure**

During this period the Parish Council received £11,867.50 CIL funding. The Council has a number of projects listed in the Infrastructure Business Plan. £12,108.89 was spent during the year on projects relating to a new Parish Council website, extension to St Mary's graveyard, development of open spaces off Broad Road Hambrook, refurbishment of Chidham Village Hall and new playground equipment.

### **Significant events occurring after 31 March 2021**

A further major development application relevant to the parish has also been launched. June 2021 - Willowbrook Riding Centre - 73 houses.

Notionally this site where the houses will be built is within Southbourne parish, but the site has no access into the rest of Southbourne. The only access is into the parish of Chidham & Hambrook. Development of this site is not supported by the made or revised Southbourne Neighbourhood Plan (Reg 16) or the made Chidham & Hambrook Neighbourhood Plan.

The District Council proposes an additional Wildlife Corridor within the parish between the AONB and the SDNP. A consultation is ongoing. The new western corridor is along the line of the Ham brook on the border of the parish with Southbourne and sweeps south through Southbourne into the AONB. The original eastern corridor sweeps down Drift Lane and then moves to the west and continues southwards.

In a paper to full Council in July 2021 CDC Planning Policy submitted a paper indicating that infrastructure constraints made it seem unlikely that the Council would be able to meet the housing requirements for the district if further funding was not forthcoming. In addition there are constraints on waste water treatment capacity which are particularly acute in the west of the district. It is not known what the impact will be on this parish, if this is the case.

## Advisory Group to Parish Council – xx October 2021

### Schedule of Payments

To authorise invoices for payment:

	Name	Payment	Invoice/Ref No.	Content
1	VisionICT	£300.00	13599	Website hosting and support to Oct 22
2	Clerk	£90.46	Various	Expenses Aug 21 (printer, printing paper, labels)
3	HMRC	£1,293.92	475/PM00963717	Tax and NI contributions
4	Wilbar Associates	£3,478.20	60021	Installation of village gateway signs
5				
6				

To note Direct Debit/Standing Order payments made:

1	Evolve Multipensions	£56.86	9 Sep 21	Pension Aug 21
2				

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

1	Lloyds Bank	£xx	9 Sep 2021	Interest (1090 Bank Interest Received)
2	CDC	£24,507.00	16 Sep 2021	Precept (2 <sup>nd</sup> payment)