

**AGREED Minutes of the Full Parish Council Meeting held at 7pm on
Wednesday 19th January 2022**

<p>Present: Cllr Deborah Harwood (Chairman) (DH); Cllr Tony Marshall (Vice Chairman) (TM); Cllr Rebecca Trowell (RT); Cllr Peter Williams (PW), Cllr Robert Mayne (RM); Cllr Graham Zacharias (GZ); Cllr Barry Shrimpton (BS); Cllr Jeremy Hunt (JH WSCC); Cllr Henry Potter (HP CDC) 5 members of the public also attended.</p>	
<p>Agenda Item 1 - Apologies for Absence – JM</p>	
<p>Agenda Item 2 – Declaration of Interests/ Dispensation Requests To receive Declarations of Interest in respect of matters contained in this Agenda, in accordance with the provisions of the Localism Act 2011 in respect of Members and in accordance with the provisions of the Local Government Act 1972 in respect of Officers. To consider any Dispensation Requests received by the Clerk not previously considered. Regular declarations – Members Interests: Deborah Harwood – Lawns & Hedges</p>	
<p>Agenda Item 3 - Minutes of the last Parish Council Meeting – to approve as a correct record the Minutes of the Parish Council Meeting held on Wednesday 17th November and Finance Meeting held on Wednesday 8th December 2021. The vote was unanimously agreed. It was Resolved that the minutes were agreed and signed by DH</p>	
<p>Agenda Item 4 – Chairman’s Introduction The Chairman hoped everyone had a good Christmas and New Year and came through the events unscathed. Desperately need one more councillor to help with the work load, please spread the word.</p>	
<p>Agenda Item 5 - County Councillor Report – Mr Jeremy Hunt, Chichester North Division – WSCC First of all, could I wish you’ll a very Happy - and healthy - New Year.</p> <p>Electric Chargepoints - The PC might have already been contacted by our partners ConnectKerb, in regard to rolling out a network of electric charge points across the County. However, I just wanted to let you know that we also have a website that sets out some FAQ’s and details of how residents can register an interest of particular locations. This doesn’t necessarily mean that there will be a charge point in that location, but it gives our partner, ConnectKerb, an idea of where there is an interest. Our webpage, with a link to the online form, can be found @ https://www.westsussex.gov.uk/news/ev-chargepoint-roll-out-in-west-sussex/</p> <p>Operation Watershed - Just to let you know that our award winning Operation Watershed scheme - which Singleton has already extensively benefited from - will be continuing next year.</p> <p>Eroica Britannia 2022 - Goodwood have arranged a briefing on this event for parishes on Wednesday 26th, which I presume you are aware of.</p> <p>Raughmere Farm Development, Lavant - I realise this is out of your parish, but as it has the potential to impact on the strategic gap between Chichester and Lavant I just wanted to let you know that the Public Enquiry (virtual) is scheduled to start on 8th February. CDC are arranging and will - hopefully - be updating everyone with the details shortly.</p> <p>Community Highways Schemes - I have been discussing this with our new Area Highways Manager and I will update you at the meeting.</p> <p>Gullies on A286 - I reported your concerns regarding the blocked gullies on the A286 through the village, but to date I am still awaiting an update as to when these might be looked at. I know our jetting team are</p>	

incredibly busy - in fact I saw them working in Lavant Road at 11pm recently - so I will chase this again today. If I hear anything further I will update you at the meeting.

WSSC Budget 2022/23 & MTFS 2022/23 - 2025/26 - Our proposed budget has now been finalised and will be presented at Public Cabinet for approval on 1st February, before being presented for final approval at full council on Friday 18th February. The papers for the Cabinet meeting, including our budget and capital programme, will be published on our website later this week.

WSSC Fire and Rescue Service - Just a reminder that the consultation in regard to proposed improvements to our F&RS closes this **Friday, 21st January**. The service is proposing to increase firefighter availability at some stations, to better align its resources to the risks within the county. This will allow the service to enhance its emergency response, as well as its vital prevention and protection activity within the community.

The proposals are set out in the service's draft Community Risk Management Plan (CRMP), which outlines the fire and rescue service's key priorities over the course of the next four years.

The proposals include:

1. Enhancing our retained (on-call) operating model
2. Weekend protection, prevention and response improvements
3. Improving protection, prevention and response performance in rural areas
4. How WSFRS should deal with false alarms from automatic fire systems
5. When we should review our Emergency Response Standards
6. How WSFRS proposes to undertake a review of our specialist appliance requirements to consider current and future risks to firefighter and public safety

The service is now calling on residents from all corners of the county to have their say on its improvement proposals for the future of the service. **The consultation closes on 21st January 2022**. For further details go to: www.westsussex.gov.uk/news/have-your-say-on-the-future-of-your-fire-and-rescue-service/

Town and Parish Newsletter - a reminder to make sure you read our monthly Town and Parish Newsletter - which I'm sure your Parish Clerk forwards to you.

I know I mentioned these last time, but just a reminder that we also publish an **Environment and Climate Change Newsletter**, so hopefully you receive that as well. We have also recently published our **Annual Climate Change Report** which can be found at www.westsussex.gov.uk/media/16649/climate_change_annual_report.pdf

And finally, a reminder to keep up with all our latest news releases and our campaigns which can be found at: www.westsussex.gov.uk/about-the-council/news-and-campaigns/

Update on gullies on the A286, they are due to be cleared in August, any problems with flooding, send photo's to JH. Also, can be reported on 'Love West Sussex'.

Agenda Item 6 - District Councillor Report – Mr Henry Potter, Goodwood Ward

Not too much to report on as there hasn't been much activity over the festive season.

The Council Meeting next Tuesday will receive the first report from the Climate Change Panel. This was set up and a CC Officer appointed to steer the Council towards the Governments directive to reduce Carbon emissions and the first report makes it clear that not all of the aspirations can be realised without a huge investment in infrastructure. As an example, the Council are set to order two new fully electric Refuse

<p>Freighters among other replacements of conventional Freighters. This is because the electrical installation to the Westhampnett Services Depot does not have the capacity for any more. There are small electric vans also taking charging at the Depot. I can see this being a severe handicap to the WSCC proposal to invest in hundreds of on street charging points without appropriate increases in capacity.</p> <p>Time will tell!</p> <p>It has been noted that Southern Water are at least admitting to its failings in dealing with waste water. A problem overflowing of sewers in Westhampnett, and the need to use tankers as a means of prevention, is unexpectedly being addressed by replacing a stretch of half a kilometre of pipework between the Crossroads by the Old School House and the mini roundabout east of Everymans Garage. This work is scheduled to begin at the beginning of February and is expected to take 12 weeks. I've no clear details but I can imagine it will surely affect the operation of the Refuse Tip for at least a couple of weeks.</p> <p>Also, a recent Planning Application for housing was refused based on the admission by Southern Water that there was insufficient capacity for any more connections to Appledram Treatment Works. In light of this, our Planning Officers working on the Chichester Local Plan Review now have the necessary Evidence that the 625 new dwellings demanded by Central Government cannot be accommodated in the District outside of the SDNP. The potential is now for closer to 500 homes and this may yet reduce as other failings in the infrastructure are investigated.</p> <p>Ultimately it will be the Planning Inspectorate who makes the final decision if the reviewed Plan is acceptable.</p> <p>The Council have received a further £5 million in funding to support local businesses as we gradually (seriously hope so) and finally emerge from this dreadful Pandemic.</p> <p>The Government have finally responded to the Julian Glover Review of National Parks and AONBs in England, published in September 2019 and the SDNPA will formulate its own response from Members at a meeting in Midhurst on 27th of this month.</p> <p>Having read the Review and noted the recommendations, it is clear that more Government funding will be needed in the future. It is still not clear how much the SDNPA will receive in the next and subsequent 2 years beginning April 1st!</p> <p>During a meeting with the Police, it was confirmed that 4 more PCSO's had been recruited for the Chichester area. DH reiterated that any incident however small should be reported to the Police.</p> <p>There is a new policy for new homes to restrict water usage to 115 litres per person per day. New planning applications will require a water neutral report. In some areas planning is being refused due to water consumption.</p>	
<p>Agenda Item 7 - Public Open Forum – 15 minutes is allowed for the public to ask questions relating to this agenda or matters affecting the Parish</p> <p>A member of the public raised the matter of Southern Water pumping sewage into the river. There was an article in the Times where the River Lavant was on the list of the most polluted rivers . TM is constantly communicating with them and chasing for work to be done to our sewers. At the moment they are taking sewage away in tankers, there will be notices put up when they start discharging into the river. JH has written to them challenging them about the safety of the water discharged into the river, all data supplied proves that the water is safe. DH said that we need to have a meeting with our MP which RE will be invited to attend. It was suggested that there could be a constant on-line monitoring facility of the quality of the water, this could be visible to residents and offer reassurance, this is not a costly piece of equipment. The Parish Council will respond to the person who wrote the article in the Times. Concern was raised about the effect on the A286 of the constant stream of tankers and queuing tankers, JH will raise this with Highways. Another member of the public raised a point about electric charging points for cars being sited in the right place. Connect Kerb have a contract to install charging points. There has been a lot of information circulated about charging points. DH suggested that this information needed to be reviewed and this item would be re-visited at the next Parish Council meeting.</p>	
<p>Agenda Item 8 - Council Matters Policy – Equality & Diversity - Approved</p>	

<p>Grass Cutting Contract – Discuss & Agree Contractor. There was a discussion with regard to removing the grass cuttings from the Glebe Field. It was agreed that the cuttings should be removed at each cut. The Clerk agreed to go back to Quote 1&2 to ask whether there is any movement in the price. A decision will then be taken via email.</p>	
<p>Agenda Item 9 - Village Matters</p> <p>Queens Platinum Jubilee – It was agreed to hold the Street Party on Sunday 5th June. The initial suggestions are to close the road as per previous street parties. The event will be a joint event with the Village Hall. Once JM returns there will be a meeting to work up some ideas, anyone is welcome to join the working party. There is a grant that is available from CDC for £250 but this has to be spent on an asset that can be used in the future.</p> <p>CHS Update – Separate meetings have been held with the Head Mistress, Mike Dare and Chris Paterson from SDNP. It has become clear that finding a solution to traffic calming measures such as courtesy crossings is going to be very challenging. We are in the process of agreeing a date for the working party to meet with a senior representative from Highways to explore our options. Once some viable solutions have been agreed the CHS application will be completed and submitted in July 2022. With regard to the parking for residents, village hall and visitors, this is going to be approached as a separate project and not part of the CHS Scheme. School parking could form part of the CHS application, however this also needs to be discussed with Highways to explore the viability of the suggestions put forward. Progress is being made with the application for CIL funding for this project, having gained a lot of valuable help and information from Chris Paterson. TM reported on the information received about ‘20 is Plenty’ which has a lot of support from many County Councillors and it is hoped that this will be appropriate for outside Singleton School. A lot of data has been collected via the SID without the display, shortly it will be displaying actual speeds, once we have the data from all sites, feedback will be given. JH reported that WSCC are in the process of reviewing their speed policies.</p> <p>Maintenance Update –BS will obtain quotes for repairs highlight in the 2021 Playground Report. Quarterly inspection, BS is going to be advised by a professional of what needs to be covered and will then produce a check list. With regard to the locked post by the playground, DH suggested that a spare key should be kept in the emergency shed. TM suggested a key safe box to be mounted near the playground, the emergency services could be given the security number. It was agreed to put the key in the shed. The Clerk will contact Goodwood about the broken fence in the Glebe Field. A second village clear up to happen at the beginning of May. A maintenance checklist will be created by BS. An entry will be going into the Valley Diary about reporting on potholes and drains. Charlton noticeboard and the one outside the Village Hall to be renovated/repaired. BS and RM to produce a check list for village improvements.</p> <p>Southern Water Update The issues with Southern Water were discussed at length in the Public Forum. – TM has a new contact name, he has contacted him for an update but has had no response yet.</p> <p>Playground Update – VN gave an update on the project. RT and VN are completing several grant applications. The really good news is that Charles and Pippa Lewington have donated £5,000 to the project and have pledged a further £7,000 once we have reached £30,000 of funding. This is amazing and we have sent them a very big thank you from all of the Parish Council. We are looking at other ways to raise funding, through private donors, local businesses and events. The total figure that needs to be raised for Phase 1 is £37,000. We are grateful to the Village Hall for giving us the opportunity to apply for the IGas grant this year.</p> <p>Youth Club – There was going to be a discussion about finances available in the Youth Club bank account with a view to being able to fund facilities for the children of our parish. Philip Maber is key to this discussion, however as he left the meeting early this item will have to be moved to the Parish Council meeting in March.</p> <p>Extra Item – Heritage Boards – It was agreed that the application would proceed based on the Charlton board being sited by the notice board opposite The Fox and the Singleton board to be positioned where the telephone box is currently situated. The telephone box will be removed as the defibrillator is moving to the Village Hall. TM will contact Planning to find out if we need planning permission for the boards.</p>	
<p>Agenda Item 10 – Finance</p>	

<p>Balance in Current Account (17/01/22) - £7,990.59 Balance in Savings Account (17/01/22) – £7,503.33 VAT to date - £2,423.87 (not claimed) Money Received – 0.75 Interest on Savings Account Payments for Consideration – WSCC Clerk Salary - £744.12 MN Electrical Services – Fix light in Defibrillator Cabinet in Charlton - £60.00 Jacs – Gateway Signs – £477.16 Wilbar – Installation of Gateways - £5,135.68 Total of Payments for Consideration - £6,416.96 (VAT = £945.61) All above figures include VAT which will be claimed back. Payment was agreed for WSCC and MN Electrical Services. Jacs and Wilbar payments will be held back until the projects are satisfactorily completed.</p>	
<p>Agenda Item 11 – Planning Reports have been circulated, posted on the notice boards and website.</p>	
<p>Meeting Closed – 20.45</p>	
<p>Confirmed that these minutes are a true and accurate record of the meeting Signed: DEBORAH HARWOOD Name & Position: CHAIRMAN Date: 16th March 2022</p>	