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Minutes of the of the Hybrid Parish Council Meeting
held on Wednesday 15th September 2021
at 7pm

Present: Cllr Timothy Firmston (Chairman,) Cllr Graham Campbell, Cllr Churchill
Cllr Glover Cllr Bush Cllr Hamilton
WSCC: Pieter Montyn CDC: Cllr Hamilton
3 members of the public
The Clerk

The chairman gave out some local notices before the meeting started and reminded the meeting of the Covid protocols in the hall.

1. Apologies

Cllr Taylor CDC and Cllr Barrett CDC

2. Declarations of interest

- i. There were no declarations of interest for matters on the agenda
- ii. There were no dispensation requests

3. Minutes – to agree and sign the minutes of the 28th July 2021 meeting and the 11th August 2021 Planning meeting.

The minutes of 28th July 2021 were proposed by Cllr Churchill, seconded by Cllr Bush, unanimously **AGREED** to be a true and accurate record and were duly signed by the Chairman. The minutes of 11th August 2021 were proposed by Cllr Campbell, seconded by Cllr Hamilton, unanimously **AGREED** to be a true and accurate record and were duly signed by the Chairman.

4. Public Question time from residents of Birdham in accordance with Standing Orders 1d – 11

A member of the public asked if anything could be done about the surface noise from the A286. He asked if it were possible to request a traffic noise assessment. He said that recent research showed that noise was related to strokes and even diabetes.

Cllr Montyn responded that WSCC was not ignoring the problem but that the silent surface would only be applied when the road surface required resurfacing.

Cllr Campbell said that if the road were at 30mph the noise would be dramatically reduced. He said that CDC will be asked to do an impact survey.

Action

Cllr Campbell/Clerk

5. To receive a report from WSCC member for Birdham Cllr Montyn

- Cllr Montyn said that he thought that the Hunston Neighbourhood Plan had been rejected on Highways' grounds, but this was to be confirmed
- The planning application on Bell Lane was being followed up
- His main focus has been on the sewerage issues – he has been keeping a careful record of when the sewage lorry is in Pinks Lane

- DEFRA has launched its “Farming in Protective Landscapes” guidance which covers all AONB and National Parks. Farms within these areas can apply for funding to do anything that will contribute to carbon reduction. The assessing body will be a panel which includes farmers.
- Southern Water has produced (on instruction from OFWAT and DEFRA) its drainage wastewater management plan. SW will now be researching infiltration of wastewater using CCTV through its system at Itchenor and Bracklesham.
- Cllr Montyn is waiting to hear the consultants’ suggestions for the Crooked Lane flooding issue. The pond at the end of the road needs to be increased in size so that its water-storing capacity is increased.

Cllr Firmston asked if that meant that until the pond was increased in size no work would be undertaken on the Crooked Lane flooding? Cllr Montyn said that everyone would have to wait and see.

6. To receive reports from CDC members for Birdham

Cllr Barrett had been unable to attend the meeting but had forwarded his report:

- It had been a very quiet month as many were on leave.
- Peninsula Forum
The next meeting has been scheduled for 30th September 2021 at 7pm in the Selsey Town Hall meeting room. Selsey Town Clerk has offered to take the minutes.

The meeting was requested by Forum Members to discuss issues relating to the emerging Local Plan. The meeting will be open to all Parishes to enable them to put forward concerns they have within their Parishes regarding planning development proposals. The list of topics included in the email sent on 1st September are:

- Housing need
- Infrastructure:
 - Educational Facilities
 - Sewage Issues
 - Local Employment
 - Transport Issues
 - Medical Facilities
 - Flood Risk
 - Brownfield Sites
 - Any other issues relating to the Parish.

It was agreed that Cllr Campbell would attend the meeting on behalf of Birdham PC.

Action	Cllr Campbell
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- Car Parking in the Witterings
Parking over the Bank Holiday weekend was very well managed by West Wittering Estates. There were no major issues.
- Sewage Issues
Cllr Barrett was requesting that each Parish encourages their resident to report all issues to Southern Water relating to the sewage network no matter how trivial.

Cllr Elizabeth Hamilton

- Cllr Hamilton reported that CDC was going through a “prioritisation” exercise after Covid – what is essential and what could be cut.
- The All Parishes Meeting had taken place on 8th September and there had been a presentation on the Great Sussex Way; information about the Season of Culture 2022 which will celebrate 60 years of Chichester Theatre; 200 years for the Chichester Canal; 10 years for the Novium Museum.
- Included in the season will be a writers’ Forum, a lantern parade and a local play.
- CDC was re-introducing its “Solar Together” deal – for further information :
[Solar Together scheme: Chichester District Council](#)

- 40 new trees have been reserved at CDC for Birdham PC. Councillor Hamilton had drawn a map of the playing field with possible places for the trees.

7. Planning matters including appeals, applications and CDC delegated decisions.

- Notifications of new Planning Enforcement Notices – there were none received
- Notifications of Planning Appeals – there were none received
- Updates on Planning Enforcements – there were none received
- Planning applications to be decided:

Planning application number	Address	Details	Comment
BI/21/01696/DOM	Ffollets thatch Sidlesham lane	single storey side extension	NO COMMENT
BI/21/01456/DOM	Gayfere Cottage Court Barn Road Birdham PO20 7BQ	proposed extensions and alterations	NO OBJECTION
BI/21/01851/DOM -	The Little House Westlands Lane Birdham PO20 7HH	Single storey extension and roof alterations. Including 4 no. rooflights.	NO OBJECTION - on condition that neighbours' request for window to overlook arable field be taken into consideration and that blinds be installed on windows to comply with dark skies policy
BI/21/01547/DOM	Farne House Court Barn Road Birdham PO20 7BQ	Proposed two storey rear extension, single storey side extension and alterations involving partial demolition of existing house.	WITHDRAWN
BI/21/01880/DOM	20 Old Common Close Birdham	Single storey rear extension. Change use of loft space to habitable accommodation with the addition of rear dormer and 2 no. roof lights.	NO OBJECTION - on condition that blinds be installed on roof lights to comply with dark skies policy
BI/21/02539/FUL	Wheelhouse 16 Greenacres Birdham PO20 7HL	Demolition of existing 1 no. dwelling, garage and construction 1 no. dwelling, garage and swimming pool. (Variation of 2 from planning permission BI/19/03050/FUL - Substitution of amended plans).	BPC's objection stands: automatic shutter blinds to be installed with deference to Harbour conservancy on design details.

v. Delegated decisions to be noted

Planning application number	Address	Details	Decision
BI/21/01563/DOM	Loretto , Crooked Lane Birdham	Single storey front extension and two single storey south side extensions	PERMIT
BI/21/01866/PLD	Houseboat Oyster Catcher berth 1	Garden building and bike/storage she	WITHDRAWN
BI/20/02378/FUL - Lge Scale Maj Dev	1 Birdham Business Park	Demolition of existing 3 no. outbuildings and erection of light industrial building (B1) comprising 2 no. units	PERMIT
BI/21/01633/DOM	1 Rowan Close	Retrospective erection of flue for a wood burning stove to heat an existing wood cabin	PERMIT
BI/20/03034/OUT	Land And Buildings On The South Side Of Church Lane Birdham West Sussex	Erection of 25 no. dwellings comprising 17 open market and 8 affordable units with access, landscaping open space and associated works	REFUSE

Cllr Firmston reminded the meeting that the BI/20/00223 application to which neighbours had objected had been examined by CDC and found to have no material differences to the Planning application submitted.

Cllr Bush reported back from the CDC planning committee meeting to discuss application BI/20/02066/OUT .

It had been a long meeting and the Planning Officer presenting the case suggested that if refused this application would go to appeal, and they were advocating granting permission. Cllr Bush spoke against the application as did CDC Cllr Barrett who put forward an excellent case. None of the CDC councillors advocated granting consent; however, it was proposed by the Lib Dem councillor, that the decision should be deferred until further information could be gathered concerning roads and wastewater systems. This was carried 9:2. Officers have been charged to arrange a meeting with all those concerned with infrastructure, the AONB etc to establish how much infrastructure would be put in to support the development.

There was a lot of discussion - numbers (of houses) versus harm (environmental/roads/AONB etc). Cllr Bush said that if housing numbers were decreased that would help the situation. He said it was clear that CDC were worried about the spending involved in defending an appeal.
End of report

Cllr Firmston asked Cllr Montyn (WSCC) if there were any progress on the Harbour conservancy Policy 19 (houseboats in Marina). Cllr Montyn said that the policy was “emerging”.

8. Local Walking and Cycling Strategy for Manhood Peninsula to discuss desirability and contents and feedback to CDC

It was agreed to combine the above with a submission in response to the WSCC Transport Strategy. Cllr Campbell will draft and send to clerk for submission before 8th October. It was noted that the adopted CDC Health and Wellbeing strategy was not mentioned in the consultation.

Action

Cllr Campbell

9. Birdham Neighbourhood Plan Review 2020 – 2035

Cllr Campbell reported that the NP review is progressing slowly. A grant of £9950 has been received. A letter has been sent to the Executors and Residual beneficiaries of the bequeathed land because of the covenants which restrict building on the land. The group is trying to explore possibilities of putting affordable housing on this land.

The application for technical assistance for design codes on developments, and on a broader scale for the whole village, has been submitted. It is hoped that this will provide additional pointers on where is a good place to build.

Letters have been sent to OFWAT and Southern Water to do with wastewater treatment.

An ecological wildlife data report has been commissioned for £100 which will be paid for from the grant.

It has been suggested that data on infrastructure should be collected from residents. A form will be available on the website and then the NP group would collate the data. For example, when people got stuck on the A286 they should fill out the form.

Cllr Bush said that a letter will be written to Toby Ayling (CDC) saying that in light of the District Council decision on 29th July concerning the Local Plan and housing numbers, Birdham would expect to be involved in discussing the numbers for Birdham.

Cllr Hamilton said that the Community Land Trust should run affordable homes allowing families to downsize in Birdham.

Earnley PC had sent a letter of complaint concerning the Sites' Assessment report to the Parish Council and a response has been sent.

10. Report from Village Hall Trustees – Mr Alan Drew

Mr Drew reported that the Village Hall had had its AGM and that, sadly, two more trustees had resigned. The secretary had also had to stop working. He said it had been a sobering AGM as there was serious concern about the future of the VH as attitudes in the village had changed. He said that it was no longer a happy association of various local groups getting together to get things done – for example the village fete. There is a general lack of interest in managing the hall.

They have produced a notice to put up in the village noticeboards and they would like to deliver to every house in the Parish. As a charity the VH has criteria to meet, and they are fearful of not meeting those criteria in the future. He said that if the result of the call for help is as dire as expected then there will be a serious situation. A motion was passed to explore other ways of managing the hall. This is a national problem and is not unique to Birdham as there is a change in social attitudes. Some places are asking the Parish Councils to take over the halls as Sole Trustees. He said that other options were:

- Social enterprise management concept
- Private management company

The VH hall had managed well throughout the pandemic, and the village hall is in a good state of repair. A system of perennial checks has been put in place. The talks with Southern Ambulance are still ongoing.

The trustees hope to come back in 6 months' time with some more positive news.

11. BPC Fencing responsibilities for the Village Hall

Cllr Firmston had “walked the fences” with Mr Drew and Cllr Churchill and the following had been established:

- The concrete car-park extension is the responsibility of the Parish Council and the tarmacked section of the car-park is the responsibility of the Village hall.
- The Parish Council is responsible for the fencing around the concreted section of the car park.
- The Parish Council is also responsible for the fencing from the Scout hut to the village hall.
- The rest of the fencing (near Sandell Room), and the fence of the hall that gives onto the recreation ground are the responsibility of the village hall.

This was unanimously **AGREED** by the Council. SEE MAP ATTACHED

12. Free trees – to discuss siting for new trees

Cllr Hamilton said that this was a start to making the land more environmentally friendly and they would absorb some of the water on the playing field.

Cllr Firmston felt that a more strategic approach was necessary and that a plan should be made. All the following had been mooted for the recreation ground:

- Draining the field
- Install goal posts/football pitch
- 2 Footpaths
- Allotments
- Multi Use Games Area
- More seats
- Wildlife corner

It was agreed that as part of the Neighbourhood Plan consultation the public would be asked their views.

Cllr Campbell to collect the new trees ready for planting.

(Cllr Montyn left the meeting at 9pm)

13. Clerk's report

i. Appointment of new clerk

Birdham Parish Council is looking for a new clerk for 12 hours a week. If anyone is interested/and for further information, please contact the clerk or Chairman Timothy Firmston

ii. Insurance renewal

The clerk had circulated quotes from three insurers. Axa and Hiscox are not entering into long term agreements due to uncertainty caused by the pandemic. Zurich has offered a long-term agreement.

The council unanimously **AGREED** to the Zurich proposal for a three-year period. The Clerk is to find out if there is a surcharge for including cover for volunteers.

iii. Local Electricity bill

Electricity prices in Britain last month were the highest since records began, driven in part by surging global gas prices, according to a new analysis.

Power prices averaged £107.50 per megawatt-hour in August, well above the previous record of £96MWh recorded in the run-up to the 2008 financial crisis. That compares with a record low of £22MWh averaged last May after lockdowns reduced demand in the UK, according to the research by Imperial College London for Drax's Electric Insights report.

The Local Electricity bill which will enable locally produced electricity to be sold locally without paying massive set-up costs and which will reduce pressure on the National Grid is again before parliament. Last year Birdham PC voted to support the campaign. 231 MPs support the bill, but Gillian Keegan does not. Residents interested in supporting the campaign could write to GK asking her to support the bill. For further information: [Power for People](#)

iv. Date of Birdham Electors' Meeting

It was agreed that it is too early to fix a date for the Electors' Meeting.

v. Inviting PCSO to address a meeting

It was agreed to invite the PCSO to a meeting in the New Year.

vi. Correspondence received

- The Parish Online subscription this year will be £50
- As previously mentioned by Cllr Hamilton the SOLAR PANEL SCHEME is relaunching in Chichester District – CDC will contact homes and businesses they think eligible, but anyone interested in joining the scheme can contact the clerk
- The Manhood Peninsula Partnership – the annual contribution to the MPP project officer requested by CDC will be £438 (as per last year)

vii. To approve the payments for consideration

With the following amendments: addition of the fee for Zurich Insurance £1026.16; Cllr Campbell bill is £60.09 (not £71.80); Mr Milford's bill for bench repair to go forward to next meeting; Cllr Glover proposed and Cllr Bush seconded the payments for consideration which were unanimously RESOLVED.

viii. Expenditure to date and Bank reconciliation

Circulated

14. Councillor Reports:

- i. Play area and playing field** – Cllr Churchill reported that the play area had been well-used. The clerk has applied for the grant for the double toddler swing for the play area and will hear by the end of September whether this has been successful. Cllr Bush will contact a resident concerning the buying of the goal posts. The cost should include installation.

Action

Cllr Bush

- ii. Village green and pond/condition of Village Drain/Ditch network** – no report
- iii. Communication working group** - no report
- iv. Community resilience** – no report
- v. Manhood Peninsula Action Group** – the group is organising a march and have issued a press release. Cllr Glover will email councillors with an update.

15. Reports of meetings attended by Councillors

Cllr Firmston had circulated his report on meetings attended (Manhood Peninsula Partnership and the All Parishes Meeting at CDC).

16. Items for inclusion on the next agenda

Tree planting

Budget

17. Date of next meeting

The next meeting will be on Wednesday 20th October at 7pm

There being no further business to discuss the meeting closed at 9.20pm

Signed: _____
Tim Firmston - Chairman

Date: _____

**Birdham Parish Council Payments for Consideration
Meeting September 15th 2021**

Balances on accounts:

Current account	106238.52
Deposit account	100007.78
NS account	7092.54
	213338.84

Received since last meeting

locality grant for NP	9950.00
	9950.00

Paid since last meeting

betty geary	litter picking	70.00
hmrc	employer's contributions	5.31
I whitaker	Clerk's salary	719.84
council running costs	3 months	228.27
zoom	3 months	43.17
nest	pension	52.50
a dover	bus stop/grass cutting	110.00
pwlb	loan repayment	8591.04
sse	street lighting	101.40
wsalc/nalc	subscription	513.78
m h kennedy	grass mowing	510.60
Fields in Trust	subscription	65.00
g campbell	np website domain	71.80
St James' Birdham	graveyard maintenance	325.00
nest	pension	52.50
locality	grant repayment	1269.03
		12729.24

Payments for consideration

betty geary	litter picking july and aug	140.00
i whitaker	Clerk's salary july and aug	1439.68
nest	pension	52.50
adrian dover	grass cutting july and august	220.00
playdale	spare parts for play equipment	97.62

ico	data protection fee	35.00
l pocock	laptop for parish council	399.00
g campbell	website hosting	71.80
chris milford	handyman bench repair village green	
chris milford	handyman playground equipment repair	525.00
mh kennedy	grass cutting july and august	1021.20
sse	street lighting	107.53
wannops	advice re bequeathed land	420.00
insurance	parish council insurance	
		2455.60

Birdham Parish Council Meeting 15th September 2021

Bank accounts as of 15th Sept 2021

Current Account	106238.52
Deposit Account	100007.78
National Savings	7092.54

Total	213338.84
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Opening balance 1st April 2021	148950.69
add receipts in the year	94162.43
less expenditure to date	29774.28

Balance	213338.84
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Less

Reserve @ 50% of Precept	27400.00
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Total	27400.00
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Ringfenced Funds

Op Watershed	2400.00
Culvert Ditch Maintenance	7000.00
Adams bequest (Fencing)	6500.00
CIL Payments	83990.66
NHB	10595.30
Neighbourhood Plan Grant	9950.00
Neighbourhood Plan Grant	46664.00

Total	167099.96
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Available Funds

Total	18838.88
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Signed:

*IXWhitaker -
Clerk*

APPROVED

FENCING RESPONSIBILITIES

