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

Present: Cllr Timothy Firmston (Chairman,) Cllr Graham Campbell, Cllr Laurie Pocock
Cllr Elizabeth Hamilton
WSCC Pieter Montyn CDC Graeme Barrett CDC Elizabeth Hamilton
Clerk (Zoom) and 2 members of the public (Zoom)

The Chairman opened the meeting by reminding those present of the change in Covid rules.

1. Apologies

Cllr Bush, Cllr Glover - bereavement. CDC S Taylor.

Absent: Cllr Churchill

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 17th November 2021 meeting

The minutes were proposed by Cllr Pocock, seconded by Cllr Campbell and with the following amendments were unanimously **AGREED** to be a true and accurate record and were duly signed by the Chairman. Page 2 first paragraph: “the resident who had written to WSCC about the pavement clearance had also written in about the cycle lane being dangerously overgrown, and she had followed this up after the last fatal accident”, and “other residents had been trying to rectify these issues for months”.

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

There were no questions.

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

- i. Cllr Montyn reported that as scheduled WSCC had cleared the vegetation from the cycle path and some footpaths last Tuesday. He reserved judgement on the works until he had been able to visit himself which he will do shortly.
- ii. Cllr Montyn had attended the deferred planning committee meeting at CDC on the Koolbergen application. (BI/20/02066).

He had spoken against the application citing that the sewerage situation should be considered. Committee members supported this. He will be putting this into writing arguing that it is another reason for dismissing the application. This decision and the supporting evidence will also be written up to be used for a forthcoming appeal with a planning inspector in a neighbouring parish.

Cllr G Barrett (CDC) said that he had argued that the peninsula does not have the employment for such a development locally. Vast amounts of employment have been lost and losing an agricultural field to development loses the jobs that would have worked that field. He also argued on the issue of affordable homes. The Rural Housing Policy says that housing should only be supplied for the Parish itself; currently Birdham only has 4 requests for housing. There is still the affordable home development of 15 new homes in Crooked Lane to be built so Birdham easily complies.

- iii. Cllr Montyn asked about the state of play for the Traffic Regulation Order request for Birdham. Cllr Campbell said that they were collecting names and addresses of those that supported the application and currently had 95. Cllr Montyn said that 120 – 150 would be a better number. The TROs would be best progressed by separating the 20mph and 30mph plans and this was the approach that is being followed.
- iv. Cllr Firmston asked Cllr Montyn whether the sidings north of Church Lane towards the motorhome site had also been done – this request dated from last year. Cllr Montyn said he would check the state of the paths.
- v. Cllr Montyn reported that the budget for WSCC was currently being drafted. He said that there would be a funding gap for next year, but the County Council was optimistic it could still be closed. At present council tax increases for WSCC in 2022 – 2023 were likely to be 1.99% and 1% for social care.
- vi. Cllr Firmston asked if there was any update on Crooked Lane and the consultation that had been done on the culverts. Cllr Montyn replied that there was currently no update.
- vii. Cllr Firmston also asked about the state of play for the proposed new bus shelter in Bell Lane. Following correspondence with WSCC engineer they had proposed visiting the site to produce several alternative sketch plans by the end of October 2021. It was agreed that Cllr Firmston would send an email to the engineer and copy in Cllr Montyn.

Action	Cllr Firmston
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- viii. The clerk had had a query from a resident about the collapsing wall at the end of Lock Lane within the old lock section. Cllr Montyn said that this section of the wall didn't belong to anybody and was not the responsibility of WSCC. WSCC own the canal up to the gate and this section is between the lock gate and the harbour. WSCC were checking to see if it were deteriorating but there was no resolution as to whom was responsible.

6. To receive reports from CDC members for Birdham

- i. Cllr G Barrett had circulated the Members' bulletin to all councils.
- ii. Next month Jonathan Carter, Police Commander would be attending the Overview and Scrutiny committee. He asked for any questions to be forwarded to him before tomorrow evening.
- iii. Cllr Barrett said that the PCSO was rarely seen in the streets because a lot of his time was taken up in being called to and staying with residents with mental health issues. CDC
- iv. Cllr Barrett said that the Police precept had gone up 30% over the last four years – he questioned where the money had gone as there had been no improvements in service.
- v. Cllr Barrett referred to the CDC Local Plan housing land supply. He said that currently it was at 5.3 years supply, but this could run out in March 2022. The supply is based on the 635 homes per annum and a 5% buffer.
- vi. CDC is waiting on the response from National Highways whether 635 homes can be supported with the current configuration. They are looking at putting in a hamburger junction at Fishbourne and at Bognor roundabouts – what would the level of housing be then?
- vii. Cllr Campbell asked if the housing allocation for Birdham was still 200 homes? Cllr Barrett said yes for the future plan, but that Birdham's current allocation was still in line with the adopted Local Plan and that enough houses had been built. Cllr Barrett said that following the response from National Highways all would be reassessed.

CDC Cllr Elizabeth Hamilton

- i. Cllr Hamilton informed the meeting that CDC offices would be closed from 24th December until 4th January
- ii. There had been a special council meeting about the Southern Gateway project where it was announced that the contractor had pulled out. The law courts have been reopened for at least two years, so the transformation is unable to go ahead. There isn't the money to do what many wanted. There were objections from some councillors about holding the second part of the meeting in camera and they asked for a recorded vote. There were 5 against; 5 abstained and the remainder (about 18) voted for. The project has not quite gone back to square one but there are some significant issues to be overcome.
- iii. Cllr Firmston asked if any CDC councillor had been able to get a response to BPC request to know what the criteria were mentioned in A Frost's planning notification letters which said, "neighbour notification letters have been sent if necessary". What constituted "if necessary"?

Cllr Hamilton said that in an informal meeting there had been no definitive response. Applications were notified to the public in the Chichester Observer and a notice put up on the building itself. Cllr Barrett said he would write to Cllr Taylor and ask her. Cllr Firmston said that Cllr Taylor had said she would respond two months ago and had not. He said that neighbours needed to be notified of applications which would affect them. Three district councillors over the past two months had not been able to resolve this Parish Council question for the benefit of the residents.

Cllrs Barrett and Montyn left the meeting at 7.43pm

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

- i. **Notifications of new Planning Enforcement Notices – there were none received**
- ii. **Notifications of Planning Appeals – there were none received**
- iii. **Updates on Planning Enforcements – Birdham Traveller update had been forwarded to councillors**
- iv. **Planning applications to be decided:**

Planning application number	Address	Details	Comment
BI/21/02822	Tideways Lock Lane Birdham	proposal of rear extn	NO OBJECTION on condition of automatic blinds on windows facing the harbour. The council felt that the information provided on the application was difficult to understand and insufficient.
BI/21/03365/PNO	Hundredsteddle Farm	Proposed grain and machinery store.	UNABLE TO COMMENT AS GRAIN STORE NOT IN PARISH OF BIRDHAM. Council agreed to support any decision by E Wittering and Bracklesham council.
BI/21/03423/DOM	Cowdry Barn , Birdham Road, Birdham, PO20 7BX	Single storey hipped roof side extension to existing dwelling.	NO OBJECTION

v. Delegated decisions to be noted

Planning Application number	Address	Details	Decision
BI/21/02780	Bay Tree House Westlands Estate Birdham PO20 7HJ	Conversion of garage to habitable space with single story side extension. Replacing existing windows. Replacement of tile with weatherboarding at first floor. Erection of 1 no. detached garage/storage building. Replacement of drive surfaces. New front boundary wall and gates.	PERMIT
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.	WITHDRAWN
BI/21/01668/DOM	The Kedge , 1 Oakmeadow, Birdham, PO20 7BH	Erection of single storey side/rear extension and associated internal alterations, conversion of garage into habitable accommodation and erection of detached garage and boat store	PERMIT
BI/21/03127/TPA	Beechway Martin's Lane	Crown reduce by 25% (back to old would points) on 1 no. Hornbeam tree (T1) subject to BI/01/00039/TPO	PERMIT
BI/21/02988/TPA	Mead House, 18 Pipers Mead	Crown reduce (height and widths) back to previous pruning points on 2 no. Oak trees (quoted as T1 & T2) within Group, G2 subject to TPO/14/BI.	PERMIT

8. Birdham Neighbourhood Plan Review to include report from CDC Planning Committee meeting Koolbergen Nurseries BI/20/02066/OUT

- a) Cllr Campbell reported that every household has received a questionnaire. So far 85 have been returned and will be analysed by the group.
- b) Regarding the Parish “bequeathed” land, none of the residual beneficiaries of the trust object, but have required a fee proposal for removing the covenants and a cost from architects before they agree or not.

The Parish Council is proposing housing for residents of Birdham, perhaps a trust but the PC will not want to manage it. Also, the pavement width in front must be widened to make it safe. Cllr Hamilton felt that it would work as a Community Land trust and the trust has control of who can access the housing. Councillors can be trustees. W Wittering already have one and would be happy to take on the management.

- c) The numbers for the Speed reduction project are going well and have received 85 signatures so far. Once 120 has been reached the application will be submitted. Those who are not residents of Birdham will not be filtered out as we extended the request to neighbouring parishes all of whom will benefit from any speed reduction.

Report from CDC Planning Committee Koolbergen application: BI/20/02066

Cllr Firmston had attended the Committee meeting on 8th Dec 2021 on behalf of BPC. The application was refused on the following grounds:

1. It was outside the settlement boundary
2. The proposal would result in the total loss of horticultural use on the site
3. The 3m boundary and ditch are unsatisfactory
4. The capacity of the sewage system to service the development
5. Lack of infrastructure and affordable housing

The fact that the housing land supply deficit had now been made was not mentioned.

Cllr Pocock said that argument for loss of employment was not valid because this piece of agricultural land was outside CDC's horticultural land assessment.

Request from Earnley PC for signage

Earnley PC has made a request to put a gateway sign at the entrance to Somerley conservation area. Currently the southbound sign says "Somerley", and on the reverse "Welcome to Birdham". The sign that Earnley has requested will say "Welcome to Somerley" but with the Earnley PC logo at the top of the sign, although this sign is situated in the Parish of Birdham.

Cllr Firmston proposed that the Council has no objection to a gateway sign, nor that it says "Somerley Conservation area – please drive carefully" (for example) but thought it inappropriate for the Earnley logo to be on a sign in the Parish of Birdham. Seconded by Cllr Campbell and unanimously **AGREED**.

9. Queen's Green Canopy Planting of Trees within Birdham – update and future care of saplings

The tree whips had been collected on 2nd December and planted in clumps around the Recreation ground. Some were planted in the hedge along Farne Lane closing the gaps. A sack of daffodils was donated by the nursery and planted around the clumps.

It was agreed to arrange a meeting with Mike Kennedy before the next mowing is to take place so that the mower does not destroy the trees.

Action	Clerk
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All the trees have been planted with mulch mats so no grass should be growing so shouldn't be mown. The biggest risk will be the area behind the playground, as well as near the village hall.

10. Clerk's report

i) Correspondence

- The clerk had received a letter from T Leggo (circulated to Councillors) concerning writing to MP to request the temporary reinstatement of full council zoom meetings given the rise in Omicron cases. It was **AGREED** that the clerk should write to G Keegan.

Action	Clerk
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- Clerk is still working on sourcing the football posts from the multitude of those available
- Grants and Funding: a further grant of £49K is available to the PC/Community from the Tawny Nurseries development (S106). £77K is therefore available to apply for from S106 and the council already holds £83K in CIL funds.

Cllr Firmston said that the first items to progress were the Toddler swing set and the bus shelter in Bell Lane. Cllr Hamilton said that there would then be ample funds to pay for the allotments and fencing. Cllr Firmston said that the decisions on where the money would be spent would be informed by the evidence once the responses from the village had been received and analysed.

- The clerk said that she had written to Gary Rustell WSCC about the outstanding £2400 from the last Operation Watershed project. This money should be repaid to WSCC.
- WSCC Fire and Rescue consultation: Cllr Firmston to respond on behalf of BPC.
 - ii) **To approve the Payments for consideration** the payments for consideration were proposed by Cllr Pocock, seconded by Cllr Campbell and unanimously **RESOLVED**.
 - iii) **Expenditure to date and Bank reconciliation – circulated.**

11. Councillor Reports:

- i. **Play area and playing field**
 - Cllr Firmston reported that since the last meeting the fencing around the field and village hall car park had been repaired and all the hedges and ditches cut. It was mentioned that if the path at the top of the field alongside the A285 ditch were made a solid surface it would be hugely beneficial to the inhabitants of Birdham to be able to walk in safety here.
- ii. **Village green and pond/condition of Village Drain/Ditch network**
 - Cllr Firmston reported that a working party had cleared around Kingfisher pond after the last meeting and the same would be done around the village pond this Friday.
- iii. **Communication working group** – will include feedback from the survey (for early Spring)
- iv. **Community resilience** – in the New Year Cllr Firmston will be asking for names of those who wish to receive digitally and those who wish to receive a hard copy.
- v. **Manhood Peninsula Action Group** – the Clerk has forwarded the newsletters to councillors

12. Reports of meetings attended by Councillors – Cllr Firmston had circulated his reports from meetings he had attended prior to the meeting

13. Items for inclusion on the next agenda

- **PCSO Kowalski will be at the next meeting**
- **Requests from charitable groups for donations**

14. Date of next meeting

January 19th 2022 – it is unknown at this time whether this will be a REMOTE meeting only or a Hybrid meeting.

There being no further business to discuss the meeting closed at 8.55pm

Signed: _____
Tim Firmston - Chairman

Date: _____

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

Balances on accounts:

Current account	126410.02
Deposit account	100010.27
NS account	7092.54
	233512.83

Received since last meeting

interest	2.49
	2.49

Paid since last meeting

betty geary	litter picking	70.00
I whitaker	clerk's salary	719.84
d thompson	soil analysis	30.00
genesis	neighbourhood plan	1200.00
mulberry and co	training T Firmston	48.00
wsalc	parish online sub	84.00
adrian dover	grass cutting and bus stop	110.00
g campbell	software for np	103.29
sse	street lighting	104.46
mh kennedy	grass cutting	255.30
		2724.89

Payments for consideration

betty geary	litter picking	70.00
I whitaker	salary	807.18
nest	pension	59.31
Applecarte distribution	leaflet drop	145.00
Covers	hazard tape	5.81
town country planning ass	membership	90.00
Arun District Council	printing survey	480.00
sse	street lighting	101.40
lake road landscaping	fence repairs recreation ground	954.00
mh kennedy	grass cutting	255.30
		2968.00

Bank accounts as of 10th Dec 2021

Current Account	126410.02
Deposit Account	100010.27
National Savings	7092.54

Total	233512.83
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Opening balance 1st April 2021	148950.69
add receipts in the year	126363.92
less expenditure to date	41801.78

Balance	233512.83
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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	15395.30
Neighbourhood Plan Grant	9950.00
Neighbourhood Plan Grant	46664.00

Total	171899.96
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Available Funds

Total	34212.87
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Signed:

*IXWhitaker -
Clerk*