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Minutes of the of the Hybrid Parish Council Meeting  
held on Wednesday 8<sup>th</sup> June 2022  
at 7pm

**Present:** Cllr Timothy Firmston (Chairman), Cllr Graham Campbell, Cllr Laurie Pocock  
Cllr Elizabeth Hamilton Cllr Clive Bush Cllr Rachel Glover  
WSSC Pieter Montyn CDC Graeme Barrett CDC Elizabeth Hamilton  
Clerk (Zoom) and 4 members of the public

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**The Chairman opened the meeting by thanking Mr Ken Wright (sound engineer retired) and Cllr Campbell for setting up the new sound system.**

**1. Apologies**

CDC S Taylor. Cllr Churchill.

**2. Declarations of interest**

- i. Cllr Glover declared an interest for Item 7 BI/22/01070/DOM
- ii. There were no dispensation requests

**3. Minutes – to agree and sign the minutes of 11th May 2022 Annual Meeting**

The minutes were proposed by Cllr Pocock, seconded by Cllr Hamilton and were 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**

There were no questions.

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

- i. Cllr Montyn informed the meeting of the next Chichester County Local Forum (an opportunity for the public and councillors to ask questions of the County Council members). The meeting will be held at 10.00am at County Hall in Chichester. Anyone wishing to attend must apply online through Eventbrite or <mailto:talkwithus@westsussex.gov.uk>
- ii. Cllr Montyn will be attending the three day Clappers Lane enquiry at Bracklesham Barn. Cllr Montyn has been asked to comment on the lack of sewerage infrastructure. He said there were many other valid reasons for refusal. The enquiry will be from 14<sup>th</sup> – 17<sup>th</sup> June.
- iii. No date has been set for the Birdham Church Lane development hearing.
- iv. After two seasons of a tanker being present regularly at Pinks Lane Water Treatment works, they have now built a 20m hardstanding, so they are clearly going to continue using the lorry on a regular basis.

Cllr Firmston asked Cllr Montyn for help in defining the paint colours of the WSSC crest which is to be found on top of the finger posts in Birdham. They are to be repainted and he has been unable to get a response from WSSC.

Action

Cllr Montyn

**6. To receive reports from CDC members for Birdham**

- i. Cllr G Barrett had circulated the Members' bulletin to all councils which covers the activities of the Council for the last month

- ii. Cllr Barrett had attended an MPP meeting where the outside speaker discussing the sewage infrastructure agreed that the Peninsula had a problem.
- iii. Cllr Barrett said that the Earnley Concourse and Madgewick Lane appeals had been lost with both groups pointing to the 5 year land supply as evidence.
- iv. Cllr Barrett is organising a forum about the Green links across the area and is looking for a speaker to find out what is needed to link up all the cycle routes across the Manhood. Cllr Campbell said that currently the planning department at CDC was not good at all. He asked if the Parish Council could write a letter asking for clarification. Cllr Barrett said that the Council could write a letter. W Wittering had written specifically to do with the lost appeal last month but the response they had received from CDC was not good enough. Cllr Barrett said that when the Local Plan came out CDC would hold a forum to debate the plan with local parishes. He said that members at CDC had received training on the 5 year land supply and why the planning inspectorate had agreed to some of the appeals. It was to do with the “tilted balance” issue – if the developers can prove that the land supply is less than that stated.

Cllr Bush said that less than 9 months ago an announcement was made saying that CDC had a 5 year land supply. We see today as the appeals are being permitted that this is clearly not true. What is CDC doing to rectify that situation? He said that Officers had been incompetent, that all the arguments that developers were using were not new and that Officers should have known that. They should have put more sites in and more importantly, they should now be held to account.

Cllr Barrett replied that the problem was with sites approved and sites actually delivered. Cllr Bush said that all that was clearly understood. CDC either have strategic planning and sufficient staff to implement it or not. He said it was beholden on the leaders to make sure that there was at least a 6 year land supply. He said that this situation had been known about for many years.

Cllr Taylor’s announcement 9 months ago that CDC had a “robust 5 year land supply” lasted a nanosecond and is obviously not true. The only rational response is to put together a new land supply document with more houses in it, and that elected members should have a say on this. He said that there was no democratic process and that elected leaders are having no influence on where houses are to be built.

Cllr Montyn felt that the problem lay in the housing numbers only being assessed once a year – he said that Cllr G Keegan made representations but nothing was done.

Cllr Barrett said that the five year land supply was based on approvals, but the appellants were going back to the housing providers who then said they wouldn’t be providing that many. Cllr Bush responded that the elected members of CDC were saying that they couldn’t manage the situation and were leaving the population at the mercy of opportunistic developers. CDC should be paying the money and getting barristers to say how this can be solved.

Cllr Firmston asked if the 5 Year Land supply was a theoretical document? Cllr Barrett said it was based on approvals given. But that they were at the mercy of developers who will only deliver at the rate that they can sell the housing.

Cllr Pocock said that if CDC had to go in front of the Inspector they had to be at the very least competent. They must have someone who can put forward the right arguments.

CDC officers know that the infrastructure is inadequate but the providers keep saying that everything is there when it clearly isn’t.

Cllr Bush said that elected members were there to make policy and to make sure it is enacted. Currently only the former is done.

Gillian Keegan doesn’t care as her majority is so big, but her officers are being misled.

It was agreed to write to the Cabinet Member for Housing. Cllr Bush will draft a letter and the clerk will send.

Action	Cllr Bush/Clerk
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**CDC Cllr Elizabeth Hamilton – no report**

**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**
- iv. **Planning applications to be decided: /DOM**  
**(Cllr Rachel Glover declared an interest for application BI/22/01070/DOM**

Planning application number	Address	Details	Comment
BI/22/01070/DOM	The Granary , Hundredsteddle Lane, Birdham, West Sussex, PO20 7BL	single storey rear extension	<b>NO OBJECTION</b>
BI/22/01149/DOM	Farne House , Court Barn Road, Birdham, West Sussex, PO20 7BQ	proposed pool house	Birdham Parish Council is noticing an incremental increase in floor space and should another application come before the Council the increase will be assessed on the totality of all the applications. The Council has no comment on condition that the pool house is not used as a permanent dwelling or accommodation.
BI/22/01018/DOM	Bramble End Alandale Road Birdham West Sussex	single storey side extn	<b>NO OBJECTION</b>
BI/22/01301/DOM	7 Walwyn Close	Loft Conversion to form new 2nd floor with rear facing dormer projection.	This retrospective planning application came in after the publication of the agenda and the comments will be ratified at the next meeting.  <b>STRONGLY OBJECT.</b> The development is inappropriate in terms of massing and design in an AONB. Design should conserve and enhance the AONB. Further this would set a precedent for a large amount of 3 storey housing in a sensitive location

- v. Delegated decisions to be noted

Planning Application number	Address	Details	Decision
BI/22/00718/FUL	Land North Of Cowdry Nursery Sidlesham Lane Birdham	Erection of replacement 1 no. building and use as holiday let - Variation of Condition 2 of planning permission BI/20/00733/FUL - Existing tiled roof to be retained and not changed to a thatched roof, to be built in accordance with revised plan 2035/001 REV F.	<b>PERMIT</b>

## 8. Birdham Neighbourhood Plan Review

Cllr Campbell reported that the NP was moving forward very slowly the main holdup being the housing numbers. The Parish Land issue is also moving forward very slowly as the executors are still not responding. They wish to find all the original correspondence and so far have been unsuccessful.

A member of the public who represented the landowner of one of the sites wanted it noted that she felt the time frame between the issue of the Parish Questionnaire and the submission date had been much too short. Consequently as an interested party she had been unable to submit her comments. Cllr Campbell said that she could submit her comments in an email and they would be taken into account, as could any other elector who had missed the deadline.

## 9. Birdham Electors' Meeting

The Birdham Electors' Meeting will take place at the Village Hall on Saturday 25<sup>th</sup> June at 10am. Cllr Firmston will officiate as Chair of the Parish Council.

It was agreed that the following items would be discussed:

- i. Cllr Bush – Neighbourhood Plan Review/ Cllr Glover – bequeathed land
- ii. Cllr Campbell – speed limits and the Community Highways scheme
- iii. Cllr Firmston – the use of the playing field, the spending of CIL funds/the new trees/allotments

Cllr Firmston will buy tea/coffee and baked cakes would be welcome. He asked that everyone arrive by 9.45am to help set up tables etc.

## 10. Clerk's report

### i) Correspondence

- Letters of thanks had been received from West Wittering 1<sup>st</sup> responders; 4Sight Vision and Life Centre for discretionary grants donated by the Council.
- Parish Online will no longer be at a cheaper rate as the reduced group rate received by WSALC was not honoured by all Parish Councils. If the Parish Council wishes to subscribe in future it must subscribe directly to Parish Online.
- A letter had been received by the Chichester Society asking Parish Councils for support in keeping the bus station at the bottom of South Street when the Southern Vision is implemented. The clerk will forward to councillors and it will be on the next agenda.

Action

Clerk

- Action in Rural Sussex has asked councils to respond to a survey on how they can better understand the needs and aspirations of their local communities. Clerk to forward to councillors

Action

Clerk

### ii) Motion to continue paying Council invoices by BACS (renewal every 3 years)

The motion was proposed by Cllr Hamilton, seconded by Cllr Pocock and unanimously **RESOLVED**.

### iii) To discuss and agree that the Parish Council should request a set of keys to the car park barrier and gate onto the field from the Village Hall.

Cllr Bush proposed and Cllr Hamilton seconded the proposal that the Council should hold a set of keys (to be held by the Chairman) to the car park height barrier and the gates onto the field. Unanimously **APPROVED**.

### iv) Motion to donate the water butts to the Village hall.

The motion to donate the water butts to the Village Hall was proposed by Cllr Campbell, seconded by Cllr Bush and unanimously **APPROVED**. The maintenance of the water butts would also be the responsibility of the Village Hall.

In order to water all the tree whips which have just been planted donations of watering cans are requested!

### v) To approve the Payments for consideration.

With the addition of A Dover £95 the payments for consideration were proposed by Cllr Bush, seconded by Cllr Pocock and unanimously **RESOLVED**.

Cllr Firmston clarified that the payment to Playdale was the balance of the payment for the toddler swing and that the total was £4722.60 excluding vat

### vi) Bank reconciliation – circulated.

At the next meeting a motion will be proposed to amend the budget for this financial year to include a Capital Payment tab for £1000 to pay for the sound equipment and any other capital payments this year.

## 11. Councillor Reports:

### i. Play area and playing field

The planting of the walnut tree has been officially recognised by The Queen's Green Canopy organisation and marked on the Queen's Green canopy map

The new toddler swing has been installed and two parents/carers have thanked the council for the bucket seat with harness which has been greatly appreciated. Another user told the Chairman that the Birdham Playground was the best in the area.

### ii. Village green and pond

Work on the pond has ceased for the summer but the MWHG are undertaking species surveys and moth identification throughout the Manhood.

### iii. Communication working group – Newsletter for after the Electors' meeting

### iv. Community resilience – distributed

**v. Manhood Peninsula Action Group**

Cllr Glover had missed the last meeting. They are being held increasingly early which means that she cannot get home from work in time to attend. The next meeting is scheduled for 5.30 on 14<sup>th</sup> June and she has asked for a later start (tbc).

**12. Reports of meetings attended by Councillors**

Cllr Firmston had attended the Chichester District Association of Local Councils meeting and the Manhood Peninsula Partnership meetings. Notes will be circulated for the next meeting.

Action

Cllr Firmston

**13. Items for inclusion on the next agenda**

**Motion to Allocate £1000 to Capital Expenditure account in budget for this year**

**Chichester Society – Bus station**

**Chichester Marina application for 5 floating lodges for holiday accommodation**

**14. Date of next meeting – Wednesday 13<sup>th</sup> July 2022**

**Other business brought to the attention if the meeting not on the agenda**

- i. A member of the Berth-holders association asked the Parish Council to put the application by the new owners of the marina to have 5 floating lodges for holiday accommodation on to next month's agenda.

The clerk said that application had come in but too late for this agenda. It will be on the next agenda and the clerk had asked for an extension. Cllr Bush said that emailing was not good enough and that the clerk must speak to the case officer and be absolutely sure that CDC will not determine this application before the council and residents had been able to submit their comments. The clerk will contact the case officer Martin Mew tomorrow to determine that the timings are accurate. The expiry date for comments is 27<sup>th</sup> June but the application expires on 16<sup>th</sup> June.

Cllr Pocock said that a major development was not allowed in an AONB.

Action

Clerk

- ii. Cllr Campbell asked the clerk to write to the Village Hall asking for a lockable cupboard to put the sound equipment in .

Action

Cllr Firmston

There being no further business to discuss the meeting closed at 9.05pm

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

Tim Firmston - Chairman

Date: \_\_\_\_\_

**Birdham Parish Council Payments for Consideration**  
**Meeting June 8th 2022**

**Balances on accounts:**

Current account	
Deposit account	100012.76
NS account	7093.25
	<b>107106.01</b>

**Received since last meeting**

interest barclays	7.54
	<b>7.54</b>

**Paid since last meeting**

Locality	repayment of NP grant	7987.30
betty geary	litter picking	70.00
I Whitaker	clerk's salary	965.77
mhkennedy and son Ltd	grass mowing	255.30
Village Hall	water butts	224.47
I Whitaker	council running costs	227.85
Amazon	post box for Parish Council	28.99
Boxgrove Parish Council	telephone services	35.97
nest	pension	72.48
Flagmakers	Ukrainian flag	56.82
sse	street lighting	107.53
ellie o flanagan	internal audit	250.00
cdc	contribution MPP officer	438.00
3d south east services	survey birdham straight house	876.00
broad oak consultants lts	tree survey report	648.00
		<b>12244.48</b>

**Payments for consideration**

betty geary	litter picking	70.00
I Whitaker	clerk's salary	822.48
nest	pension	60.36
satswana	dpo	180.00
mhkennedy and son Ltd	grass mowing	572.71
timothy firmston	councillor expenses	49.42
st james birdham	churchyard grant	325.00
g campbell	councillor expenses sound system	423.00
playdale	playground equipment	2833.58
arun district council	flyer printing electors' meeting	37.07
supersigns	stickers	48.00
adrian dover	mowing and bus stop	80.00
sse	street lighting	98.33
g campbell	councillor expenses sound system	30.59
		<b>5630.54</b>

**Bank accounts as of 4th June 2022**

Current Account	115270.90
Deposit Account	100020.30
National Savings	7093.25
<b>Total</b>	<b>222384.45</b>

Opening balance 1st April 2022	215418.92
add receipts in the year	28338.54
less expenditure to date	21373.01
<b>Balance</b>	<b>222384.45</b>

**Less**

Reserve @ 50% of Precept	28331.00
<b>Total</b>	<b>28331.00</b>

**Ringfenced Funds**

Op Watershed	2400.00
Culvert Ditch Maintenance	10500.00
Adams bequest (Fencing)	6500.00
CIL Payments	83990.66
NHB	10595.30
Neighbourhood Plan Grant	0.00
Neighbourhood Plan Grant	46664.00
Car charging points	750.00
Tree	2000.00
<b>Total</b>	<b>160649.96</b>

**Available Funds**

<b>Total</b>	<b>33403.49</b>
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Signed: *IXWhitaker - Clerk 4th June 2022*

APPROVED