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Minutes of the of the Hybrid Parish Council Meeting  
held on Wednesday 13<sup>th</sup> July 2022  
at 7pm

**Present:** Cllr Timothy Firmston (Chairman,) Cllr Graham Campbell,  
Cllr Elizabeth Hamilton, Cllr Rachel Glover, Cllr Gordon Churchill  
**In attendance:** WSCC Pieter Montyn CDC Graeme Barrett CDC Elizabeth Hamilton CDC  
Susan Taylor  
Clerk (Zoom) and 7 members of the public (2 on Zoom)

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**1. Apologies**

Cllr Bush, Cllr Pocock

**2. Declarations of interest**

- i. Cllr Glover for item 7iv: 22/01360
- ii. There were no dispensation requests

**3. Minutes – to agree and sign the minutes of 8<sup>th</sup> June and 15<sup>th</sup> June 2022 meetings.**

The minutes of 8<sup>th</sup> June were proposed by Cllr Campbell, and seconded by Cllr Churchill. They were unanimously **AGREED** to be a true and accurate record and were duly signed by the Chairman. The minutes of 15<sup>th</sup> June 2022 were proposed by Cllr Campbell and seconded by Cllr Hamilton. They 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**

A member of the public asked whether the council could look into the maintenance of the road in Court Barn Lane. The road is unadopted and has a 15mph speed limit sign which is obscured by overgrown vegetation. Residents have asked for work to be done in 2005 and again in 2011. The Church Commission is responsible for the road but the contribution from residents is in dispute. It is dangerous for families and children and adult cyclists. Cllr Campbell said that as it was a private road there was nothing that the Parish Council could do. The resident asked how they could put pressure on the Church Commission. Cllr Glover said that the residents should write to the Church Commission as road users. If the Church Commission refuses to do anything then they could become liable in the case of an accident or problem.

Cllr Montyn said that the residents should make a case with as much evidence as possible. They should ask the Commission who is their agent and have a discussion with them. Cllr Churchill said that it might be a private road but that as the public used it as a footpath, there should be some public accountability.

Cllr Glover said that each resident should look at their Lane Registry entry and there it will be clearly spelled out who is responsible for what and their obligations. She suggested that the residents start with the Land Registry. The amount that they are required to pay has to be in the deeds.

A member of the public brought up the issue of the serial lack of planning enforcement. The property on Greenacres is one example and another would be a property having been built higher than planned. Officers closed this case without explanation. He said that enforcement depended on sharp-sighted neighbours, but that it should be the responsibility of the Parish Council. He said it

was very unsatisfactory and that the Parish Council should write to enforcement; by them ignoring the problem they are setting precedents. It was agreed that the PC should write.

Action

Clerk

Cllr Taylor CDC said that she wanted to reiterate that planning enforcement at CDC had not been outsourced. The Chairman asked the three district councillors what they could do to improve enforcement in Birdham? Cllr Taylor said that she would speak to the Manager although she was aware that there had been a couple of resignations but that it was still possible to speak to Shona Archer. Cllr Churchill asked if the resignations were to do with the new planning laws and permitted development. Cllr Taylor said it was to do with remuneration and benefits. In the private sector you are an advisor and not an enforcer. Cllr Churchill said that the government wants houses at any cost so that it suits them that Local Authorities are emasculated, and it suits developers to take away planning officers. He asked if planning fees could be increased. This is not possible as the rate is set by the government.

Cllr Barrett said that he would always take up issues sent to him. He said that he knew the house in question and had seen the plans as he was on the Harbour Conservancy but asked for details to be sent.

Action

Cllr Campbell/clerk

A member of the public complained about the drinking on the recreation ground and the leaving of empty bottles.

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

- i. Cllr Montyn said that there would be no further discussions on the A27 forum as the project will go forward to be included in the next RIS scheme. However National Highways are arguing for the right benefit/cost ratio for all the 32 submitted schemes around England. He said that the costs were rising but not the benefits due to the new working patterns forced by Covid (working from home etc). Only 8 or 9 of the 32 will succeed. Cllr Churchill asked how the costs and benefits are assessed. The parameters set by the Dept of Transport will be used – for example, the cost of noise and environmental pollution/accidents as a common standard. (Transport Assessment Guidance).

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

- i. Cllr G Barrett had circulated the Members' bulletin to all councils. He had attended the Green Links across the Manhood forum. He said that the green lanes had been put onto a Parish Online map for the area.
- ii. He said that there had been a 75% reduction in the crustacean crop size due to the 100,000 man-made chemicals tipped into the harbour. The 3 main chemicals were cocaine, the contraceptive pill and anti-depressants. The water temperature for this time of year was high at 19°
- iii. He said that he had attended a cabinet meeting discussing the possible collection of food waste – possibly in 2026.
- iv. Cllr Barrett said that in West Wittering cones were being put on green verges to stop parking.
- v. West Wittering was questioning its status as a settlement hub with CDC as it doesn't meet the hub criteria – particularly those of employment. Those places which had highly skilled workers have closed.

#### **CDC Cllr Susan Taylor**

- i. Cllr Taylor reported that an interesting motion had been put forward by the Council that could have an important effect on the local plan. Southbourne PC had had their Neighbourhood Plan refused so they are now requesting that their huge site be designated as a strategic site. This could have an impact on the local plan.

#### **Cllrs Barrett, Montyn and Taylor left the meeting at 7.50pm**

#### **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 –** Chichester Canal Berth 16 (objected to by Birdham PC) had gone to appeal and been allowed. It transpired that Planning Policy 19 by the Harbour Conservancy had been adopted in September 2021. The Harbour Conservancy had raised no objection to this application. Cllr Firmston asked why no one had informed the Parish Council of the adoption of this policy in September 2021 but both members who represented and were involved with the Harbour Conservancy had just left the meeting.

- iii. **Updates on Planning Enforcements** – a letter had been received from CDC concerning the land north west of Birdham Premier Park. There was a hearing on 21<sup>st</sup> June for having without permission used plots 12/13/14 as residential sites.
- iv. **Planning applications to be decided:**

Planning application number	Address	Details	Comment
BI/22/01301/DOM	7 Walwyn Close	Loft Conversion to form new 2nd floor with rear facing dormer projection.	STRONGLY OBJECT. 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. Proposed by Cllr Campbell, seconded by Cllr Churchill and unanimously <b>AGREED</b>
BI/22/00314/DOM	108 Crooked Lane, Birdham, West Sussex, PO20 7ET	First floor rear extension and associated works.	No objection on condition that a structural survey by a qualified engineer ratified by building control is undertaken.
BI/22/01360/PA6 ABE	Jack Strange Land South East Of Bell Caravan Park Carthage Farm Bell Lane Birdham	Prior Approval for the excavation/deposit waste for agriculture involving a balanced cut and fill earth moving project to create a shallow farm irrigation reservoir using the natural clay on the site. The depth has been limited by the shallow ground water depth.	No objection
BI/22/01164/FUL -	Upper Creek End , Westlands Lane, Birdham, West Sussex, PO20 7HH	Alterations to existing 2 no. flats to create 1 no. detached house and construction of 1 no. dwelling, detached garage and associated works	OBJECTION on the grounds of being outside of the settlement policy on the edge of the AONB. It would harm the AONB and is a misuse of the planning permission originally granted
BI/22/01621/FUL	Court Barn , Court Barn Road, Birdham, West Sussex, PO20 7BQ	Replacement dwelling, outbuilding and associated works (Variation of condition 2 from planning permission BI/21/02858/FUL - Amendments to plans with changes to the fenestration to east elevation, roof lights and roof design over lobby).	No objection
BI/22/01509/DOM	Merrieweather 18 Greenacres Birdham	2 no. 2 storey extensions, 2 no. single storey extensions, remodelling and refurbishment of existing dwelling.	No objection

- v. Delegated decisions to be noted

Planning Application number	Address	Details	Decision
BI/22/01070/DOM	The Granary Hundredsteddle Lane Birdham West Sussex	single storey rear extension	PERMIT

BI/22/01149/DOM	Farne House , Court Barn Road, Birdham, West Sussex, PO20 7BQ	proposed pool house	PERMIT
BI/22/01018/DOM -	Bramble End Alandale Road Birdham West Sussex	single storey side extn	PERMIT

After the last meeting the Parish Council had written to CDC concerning the calculation of the 5-year land supply and windfall sites. A reply is expected tomorrow.  
The agents for the Birdham Pool five water lodges' application have asked for a meeting with the Parish Council – this to be arranged.

### 8. Issues arising from the Electors' Meeting for Action

Cllr Hamilton said that the meeting had been very well attended and the presentations by Councillors were extremely good and generated lots of interest. Cllr Firmston said that there had been many emails afterwards with ideas and suggestions. Suggestions included:

- A fixed footpath from the scout hut to the footbridge by the A286 road
- A bumpy BMX track
- Adult fitness equipment
- Proper cycle lane
- Progress with the Community Highways Schemes and the TRO for 20mph roads as ways of slowing traffic
- Highway gates at the road boundaries of the Parish
- Disappointment of the wilting and death of newly planted trees

What was to be done first?

Cllr Campbell felt that the paths around the field would satisfy the greatest number of people. Someone should come in and look at what could be done. Grasslok might be sufficient rather than concrete. Three quotes could be acquired for paths around the field.

Action	Clerk
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Cllr Firmston had a short-term list:

- Enforce the 40mph in Bell Lane and enforce no overtaking and book the mobile speed unit van. Cllr Campbell said that this would be covered by overall plan but that it would be useful to see what speeds people are doing.
- Watering of new trees planted – watering cans are required. Could the cubs and scouts help? Cllr Hamilton to put up some notices asking for help from volunteers
- A young man came to the meeting and asked for a ball wall. 6m wide and 1m high would cost £6400 from Wicksteeds
- Installing a new rubbish bin by footbridge and ramps for the bridge either side in the southern corner
- Repair the bus shelter
- Additional playground items – one suggestion is a pirate ship to commemorate marine industries and Birdham's maritime heritage

Cllr Firmston asked whether adult fitness equipment was useful. The clerk will send information and also on teen shelters.

Action	Clerk
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There was one objection to the allotments.

Positive points were the meeting ended on time at 12.00 noon, the presentations were good, a young man had some promising ideas on improving things for young people, and the outside gym seemed to be a good idea. It was easy to encourage people to participate. The money is there, and it would be criminal not to use it.

Cllr Firmston thanked all the councillors for an excellent and informative Electors' Get Together. Volunteers had come forward for the traffic calming group.

### 9. Birdham Neighbourhood Plan Review report

No report

### 10. The Chichester Society seeks support to lobby to maintain bus station in Chichester Vision

Cllr Hamilton said that the bus station belongs to the district council. She said that if they wanted to implement a southern gateway it would all have to go. It was a '50s building but that the biggest complaint was always the horrible toilets. If a lot were done to it, it could become quite an icon of its time. It is proposed to do away with it and put the bus stops in Avenue de Chartres. However, the law courts re-opened so the project has gone on hold. Also, one bungalow is still occupied. It was felt that more information was required and that a full plan should be asked for. What is the proposal for the bus station?

Action

Clerk

### 11. Traffic Calming for Birdham

#### i. Draft Community Highways Scheme Proposal

Cllr Campbell said that the meeting needed to decide which possibilities should be included in the proposal (already circulated to Councillors). The total cost was £431K and involved (amongst other items) taking the central reservation out of road; building a two-way cycle path up A286 to roundabout; verge gates at the northern entrance to the village. Pedestrian crossing at Church Lane bus stop, another by the shop, mini roundabout at Crooked Lane 30mph all way down Bell Lane and painted cycle lane all the way down Bell Lane either side and 30mph verge gates at both branches. Cllr Montyn supported the application except for roundabouts at Walwyn Close and Old Common Close.

It was agreed to put everything in but only three mini roundabouts at Crooked Lane, Church Lane and Sidlesham Lane.

Cllr Campbell will redraft and send to Clerk for submission. If WSCC accept this proposal, they will be responsible for the de-icing and maintenance.

Action

Clerk

#### ii. Proposal 20mph zone for Birdham Village

Mr Thompson said that the Birdham School had no school 20mph zone. This proposal covers Church Lane, Crooked Lane, Westlands Lane and smaller roads leading off these. Cllr Montyn supports this proposal as well.

The motion to support the 20mph Proposal for Birdham Village and associated costs was proposed by Cllr Churchill, seconded by Cllr Hamilton and unanimously **RESOLVED**.

#### iii. Birdham Traffic Calmers – they have a WhatsApp group and 12 volunteers now. They have written to the Community Speedwatch team.

### 12. Clerk's report

#### i) Correspondence

- The clerk had received a letter from a resident asking about coffee mornings. There are now 2 a week at the church. Fri/Sat from 10 – 12.

#### ii) Motion to authorise a Capital Expenditure of £1000 on sound equipment

The motion was proposed by Cllr Campbell, seconded by Cllr Glover and unanimously **RESOLVED**.

#### iii) Payments for consideration – the payments for consideration with the addition of the PWLB repayment of £8591.04 were proposed by Cllr Churchill, seconded by Cllr Hamilton and unanimously **RESOLVED**

#### iv) Bank reconciliation – circulated.

### 13. Councillor Reports:

- Play area and playing field** – Cllr Churchill had sent a report into the Clerk. Some staves on the playground fence will need replacing.
- Village green and pond/condition of Village Drain/Ditch network** – Cllr Firmston reported that Manhood Wildlife and Heritage Group were undertaking moth trapping and identification
- Communication working group – no report**
- Community resilience – no report**
- Manhood Peninsula Action Group** – Cllr Glover reported that there had been no recent meetings.

### 14. Reports of meetings attended by Councillors

- Cllr Churchill had attended the NHS Sussex Better Health and Care meeting at Littlehampton. There were massive proposals on the table but no substance as yet. The meeting invited local groups to participate but there had been no conclusions.



- ii. Cllr Firmston reported that there had been a change of strategy and some new personnel at Southern Water since it had been bought by the Australian McQuarrie group.

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

- **Co-option of councillor**

**16. Date of next meeting**

The next meeting will be on Wednesday 14<sup>th</sup> September at 7pm

There being no further business to discuss the meeting closed at 9.25 pm

Signed: \_\_\_\_\_  
Tim Firmston - Chairman

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

**Birdham Parish Council Payments for Consideration  
Meeting July 13th 2022**

**Balances on accounts:**

Current account	114887.52
Deposit account	100012.76
NS account	7093.25
	<b>221993.53</b>

**Received since last meeting**

**0.00**

**Paid since last meeting**

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	175.00
sse	street lighting	98.33
g campbell	councillor expenses sound system	30.59
		<b>5725.54</b>

**Payments for consideration**

geary	litter picking	70.00
I Whitaker	clerk's salary	822.48
hmrc	employer's contributions	111.61
nest	pension	60.36
mark harrod	football goal posts and nets	1831.84
wsc	wsc streetlighting	1053.11
I Whitaker	council running costs	222.18
dover	grass cutting and bus stops	85.00
kennedy	grass cutting	575.78
Play safety	playground inspection	157.80
mh architects	neighbourhood plan	4800.00
sse	street lighting	101.40
Boxgrove Parish Council	telephone services (50%)	35.97

9927.53

#### Birdham Parish Council Meeting July 13th 2022

#### Bank accounts as of 10th July 2022

Current Account	114887.52
Deposit Account	100020.30
National Savings	7093.25
<b>Total</b>	<b>222001.07</b>

Opening balance 1st April 2022	215418.92
add receipts in the year	36388.54
less expenditure to date	29806.39
<b>Balance</b>	<b>222001.07</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

Total

33020.11

APPROVED