



Imogen Whitaker - Clerk & RFO to the Council  
T: 01243 575094/E: [clerk@birdhamparishcouncil.gov.uk](mailto:clerk@birdhamparishcouncil.gov.uk)  
[www.birdham.org.uk](http://www.birdham.org.uk)

---

Minutes of the of the Parish Council Meeting  
held on Wednesday 10<sup>th</sup> January 2024  
at 7pm

**Present:** Cllr Timothy Firmston (Chairman), Cllr Elizabeth Hamilton, Cllr Gordon Churchill, Cllr Stephen Hastings  
WSCC Pieter Montyn CDC Elizabeth Hamilton  
Clerk (Zoom) and 1 member of the public

---

#### **1. Apologies**

Cllrs Salamons, Devos, Taylor and CDC Cllr Ballantyne

#### **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 13<sup>th</sup> December 2023 meeting**

The minutes were proposed by Cllr Hastings, 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**

Mr Graham Campbell asked a question concerning the Chichester Local Plan with regard to progressing the Birdham Neighbourhood Plan. Cllr Hamilton reported on the CDC Local Plan under the next item.

#### **5. To receive a report from CDC member(s) for Birdham Cllr Hamilton**

- i. Cllr Hamilton reported that following the news that the Housing Land Supply (HLS) that had to be proven by CDC was reduced from 5 years to 4, and that the housing allocations were consequently reduced, it would appear that Birdham's allocation of zero houses would stand. There would be a full council meeting on the 23<sup>rd</sup> January and it was hopeful that the Local Plan would receive approval and be submitted to the external examiner at the end of the month. Tony Whitty of CDC planning department has written to the Inspector of the Appeal for the 150 houses in Birdham asking that the appeal be dismissed given that the houses are no longer required. Mr Campbell said that the knock-on effect for the Birdham NP would not be significant as the plan had been drafted assuming a zero-house allocation. He queried why Birdham had not been allowed to progress its plan further

because of the delay to the Local Plan when West Wittering had been able to submit their Neighbourhood Plan. This was perhaps because it was the first time that WW had submitted a neighbourhood plan.

He said that they had an alternative plan prepared for 150 houses if that became necessary. (The 15 houses off Crooked Lane have been included in the plan). Cllr Hamilton stressed that Birdham needed houses for young people and those that wished to downsize. Cllr Hamilton said that the housing numbers was just one aspect as there had also been an update to the National Planning Policy Framework.

Cllr Firmston asked how the NP group should move forward now – could the plan with the zero-house allocation be moved on to the next stage. Cllr Hamilton will ask Val Dobson at CDC and ask whether it would be appropriate to submit the Birdham Neighbourhood Plan Review which is now commensurate with the Local Plan.

**Action Cllr Hamilton**

Mr Campbell asked the Clerk if the NP section of the website was now working after having paid the bill. Clerk to verify.

**Action Clerk**

**6. 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 – one to be discussed later**
- iii. Updates on Planning Enforcements – Birdham Traveller update had been forwarded to councillors by CDC**
- iv. Planning applications to be decided:**

Planning application number	Address	Details	Comment
DCLG Ref No: APP/L3815/W/23/3333603 Application No: EWB/23/01064/FUL	Land South Of Tranjoeen, Bracklesham Lane, Bracklesham Bay, West Sussex PO20 7JE	Change of use of land as a travellers caravan site consisting of 3 no. pitches and associated development.	
BI/23/03026	Marina workshops Birdham Pool	Change of use permitted then refused as marina refused travel plan agreement.	Birdham PC objected to this application. Awaiting date for application to go to committee - Birdham to maintain its objection.

- v. Delegated decisions to be noted – there were none received**

Planning Application number	Address	Details	Decision

**7. To receive a report from WSCC members for Birdham** – deferred until arrival of Cllr Montyn.

**8. New Website for the Council** – deferred to another meeting in order to gather more information

**9. Teen shelter – to review and place order**

The Clerk had circulated two quotes for a teen shelter to be placed on the recreation ground between the village hall and the play area. (Images in Appendix 1). It was

agreed that the Encounter option would be more appealing to 11 – 17-year-olds. The clerk is to get further quotes for wetpour or grasslok underneath the shelter.

Action Clerk

**10. New format register of interests for signature – deferred to next meeting**

**11. Clerk's report**

**i) Correspondence**

- the traffic calming group are moving forward with the running of a Speed indicator device at various locations in the village. Two sites already have posts on which to position the SID and two new posts need to be installed. The new posts will be in Bell Lane on the eastern side, and on the Main Road about 60m north of Old Common Close. The clerk will sign the WSCC siting licences for the council. The TCG have been given three approved contractors by WSCC and will get quotes for the works. The SID will be constantly rotated between the four locations.

- CDALC (Chichester District Association of Local Councils (CDALC) has been trying to organise a meeting with CDC to discuss important issues at a strategic level for local Parish Councils. Trevor Leggo has asked for any issues/questions that need to be raised from Parish Councils at the meeting. Cllr Firmston had two suggestions:

Firstly, he would like them to explain why the District Council cannot align its timings of responses to planning applications with the timings of Parish Council meetings. (Planning dept requires responses in 21 days and nearly all Parish Councils meet every 30/31 days); and secondly explain exactly how the tax base is evaluated.

The Clerk said that she had contacted CDC with regard to the decrease in taxbase for Birdham and that it had been largely due to the increase of households receiving benefits. She will circulate the table that she receives annually from CDC.

The clerk to forward his questions to CDALC.

Action Clerk

- the All Parishes Meeting is on 19<sup>th</sup> February and advertised as a zoom meeting. The clerk has asked for confirmation of this. Again, topics for the agenda have been requested.

**ii) Payments for consideration – the payments for consideration were proposed by Cllr Hastings and seconded by Cllr Churchill. The payments for last month are also to be paid as soon as possible.**

**iii) Bank reconciliation – not circulated.**

**Item 7 discussed here: Report from WSCC Pieter Montyn**

- Cllr Montyn reported that the annual budgeting process was well under way and that it would be being presented to the Scrutiny Committee (of which he is a member) shortly, then it would be voted on by Cabinet in February. The budget will

be balanced without making cuts. The largest spending is on Adult, children and young people's social care, which is about 65% of the total budget.

- The Southern Water team has been at work with the sealing of the sewerage pipes and have completed work at Itchenor. What will they do if it doesn't work? That will be the big issue because it can be sealed in one section but occur again somewhere else. Tankers are still being extensively used and are pumping away.

- the mobile tip negotiations are nearly there and another 3-year agreement will be issued to councils shortly. A reminder that there is no need to book a slot for a mobile tip

- the WSCC Highways officer Mike Thomas has left, and his work for the moment will be taken over by Charlotte Weller his boss.

## **12. Councillor Reports:**

### **i. Play area and playing field**

- teen shelter already discussed
- flooded field already discussed – some kind of drainage to be implemented as soon as weather permits

### **ii. Village green and pond**

- the 14<sup>th</sup> December work party cleared up the Triangle Copse ready for winter and festive refreshments were enjoyed by all

### **iii. Communication working group – no report**

### **iv. Community resilience – no report**

## **13. Reports of meetings attended by Councillors**

Cllr Firmston had circulated the following to councillors before the meeting:

### **Report of Meetings Attended in December 2023 & January 2024**

#### **Manhood Peninsula Partnership**

Monday 04<sup>th</sup> December 2023 commencing at 10.00 a.m. on Teams. There were 20 participants.

#### **Pharmaceuticals in the Environment**

Professor Alex Ford

University of Portsmouth, Institute of Marine Sciences

'This is the pollution you cannot see'.

The pharmaceuticals are part of the triple Planetary Crisis – Climate change, Pollution and Biodiversity loss. 20 million chemicals are being registered in the USA each year, although many will not be commercially viable to develop. 1 in 10 people are on anti-depressants to change behaviour so the residues do enter the pollution cycle. Marine life in Langstone Harbour has been found to have cocaine, morphine and recreational drugs and medical drugs.

A lot of the current sewage spills last for more than one tide cycle in order to remove the polluting matter. 350,000 chemicals are thought to be in circulation at the moment within the environment. It can take 10 years to get a chemical banned.

E. Coli can only last for two days in salty water.

## **Coastal Landfills**

Mark Stretton

Coastal Partners

The 1920s was the start of using landfill sites for rubbish disposal. Such sites are now having an impact on the environment. Saltmarsh areas were seen as waste land and harbouring diseases so required improvement by dumping rubbish. Local authorities have often inherited former landfill sites following past legislation.

The contents of landfill sites are unknown, no records were kept, usually in open spaces and enjoyed by the public. The failing defences by the sea are starting to expose previous landfill sites with their contents spewing out. There was uncontrolled past landfilling along the coast and within the Solent area there are 144 identified landfill sites covering 22 sq. km.. Of these 46 sites are deemed to be at risk. Who is responsible for these sites is unclear. There is no identified funding source for this collective problem which is being coordinated by the Southern Coastal Group.

Chichester district does not have any such landfill sites at risk of failing, unlike Portsmouth and Gosport.

## **Manhood Peninsula Greenway**

The Selsey to the A27 road Greenway route has been included in the WSCC Active Travel Plan.

The next MPP meeting will be held on Monday 18<sup>th</sup> March 2024 on Teams

This meeting closed at 11.35 a.m.

## **West Itchenor Parish Council – Highway Planning Application**

Friday 5<sup>th</sup> January 2024 commencing at 2.30 p.m. at Shipton Green.

The Itchenor parish council are preparing a planning application to improve the lorry access from the Shipton Green Road in to the Travis Perkins builders' merchant's yard. Large lorries waiting to access the yard with the assistance of a Banksman are parking on the road side damaging the grass verges and the road surface as they reverse in to the yard. A road culvert has also failed due to the weight of the lorries.

The Travis Perkins yard is just within the Itchenor parish boundary, the caravan park next door is just within the Birdham parish boundary. A wider swept funnel entrance should avoid lorries running over the Shipton common land causing damage.

Two new road signs are planned to be erected informing arriving lorries as to where to wait. One of these is within the Birdham boundary

When the planning application is forwarded by CDC, we can comment at this stage even though the location site is not within Birdham.

The meeting closed at 2.55 p.m.

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

- Register of interests' form
- website suggestions
- Report on Village Hall Trustees

**15.The date of the next meeting: Wednesday 14<sup>th</sup> February 2024**

The Council recorded its thanks to Cllr Stephen Hastings who has resigned from the Council as he is leaving the area, and to wish him well in the future.

There being no further business to discuss the meeting closed at 8.20pm

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

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

Appendix 1: Teen shelters



Encounter 11



Outdoor classroom

**Birdham Parish Council Payments for Consideration**  
**Meeting January 10th 2024**

**Balances on accounts:**

Current account	£ 43,681.78
Deposit account	£ 101,059.93
NS&I	£ 7,099.85
	<b>£ 151,841.56</b>

**Received since last meeting**

£ -

**Agreed last meeting to be paid**

betty geary	litter picking	£70.00
I whitaker	salary	£877.59
nest	pension	£64.00
sse	street lighting	£185.87
parish online	sub	£60.00
morley and son	bus stop repair	£1,980.00
a dover	grass cutting/bus stop clearance	£95.00
c salamons	councillor expenses (drop in)	£141.00
		<b>£3,473.46</b>

**Payments for consideration**

betty geary	Litter picking	£70.00
I whitaker	salary	£877.59
nest	pension	£64.00
hmrc	contributions	£64.65
sse	street lighting	£179.88
redemptive media (access by design)	domain management fee	£30.00
adrian dover	grass cutting and bus stop clearance	£60.00
boxgrove pc	telephone contribution	£35.97
I whitaker	council running costs	£211.47
pwlb	loan repayment	£8,591.04
		<b>£10,184.60</b>