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Minutes of the of the Parish Council Meeting
held on Wednesday 14th February 2024
at 7pm

Present: Cllr Timothy Firmston (Chairman), Cllr Catherine Salamons (Vice-chair),
Cllr Elizabeth Hamilton, Cllr Jan Devos, Cllr Gordon Churchill, Cllr Susan
Taylor
WSCC Pieter Montyn CDC Elizabeth Hamilton CDC Iain Ballantyne
Clerk (Zoom), 1 member of the public (Zoom), 1 member of public, Michael Bish
and Kerry Simmons (planning applications).

1. Apologies

None

2. Declarations of interest

- i. Cllr Timothy Firmston declared an interest in planning application 23/02878 Garden Corner as the applicant.
- ii. There were no dispensation requests

3. Minutes – to agree and sign the minutes of January 10th 2024.

The minutes were proposed by Cllr Salamons, seconded by Cllr Churchill and were unanimously **AGREED** to be a true and accurate record. They 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 CDC members for Birdham Cllrs Ballantyne and Hamilton

- i. Cllr Hamilton reported that at the cabinet meeting there was discussion of the implementation of the collection of food waste which is an extensive project. This will start in 2 years' time. Two new vehicles will have to be bought.
- ii. There was also an update on the reorganisation of the Bracklesham Offshore office where some services will continue to be used but in a different way.
- iii. Cllr Ballantyne reported that the District Council budget had been finalised – it was conservative, and the increase would be 2.91% .

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

(further planning applications had been received and are listed in the table below)

i. Notifications of new Planning Enforcement Notices – there were none received

ii. Notifications of Planning Appeals

– the Parish Council had received notification that the Compulsory Purchase Order which is pending on the Hyde Martlett site in Crooked Lane had been passed to an Inspector.

- the Parish Council had received notification that the appeal on the 150-home development had been allowed. Cllr Ballantyne said that the planning inspector had given a balanced report but had given permission. CDC is going to take some legal advice on the inspector's choice not to take into account the new ruling on Housing supply even though the National Planning Policy Framework document states that the policies in the

framework are of material consideration from the day of publication – in this case Dec 2023. Cllr Ballantyne hoped to have more information by the next meeting.

iii. **Updates on Planning Enforcements** – there were none.

iv. **Planning applications to be decided:**

Planning application number	Address	Details	Comment
BI/23/02912/FUL	1 Cowdry Cottages Sidlesham Lane Birdham	Application for pair of farmworkers cottages - variation of condition 3 from planning permission BI/13/53.	Comments already submitted agreed
BI/24/00061/FUL - Minor Dev - Dwellings	1-4 Claytons Corner, Birdham, Chichester, West Sussex, PO20 7HQ	Demolition of 4 no. existing dwellings and erection of 5 no. dwellings, with associated works including new vehicular access route, parking provision and landscaping.	Objection on grounds of Harbour Conservancy Policy 04 - no new housing within the AONB unless affordable.
23/01967/FULEIA	Medmerry	Caravan park	Comments already submitted agreed
BI/23/02868/FUL	Little Copse, Westlands Estate, Birdham, Chichester, West Sussex, PO20 7HJ	Replacement dwelling, outbuildings and associated works.	No objection
BI/23/00067/FUL	Russells' Garden Centre Main Road Birdham West Sussex PO20 7BY	14 no. dwellings (4 x affordable 10 x market), replacement commercial (class E) building, new and altered access and associated works.	Objection on grounds of missing information (no replacement design and access statement); the PC agreed with comments of Harbour conservancy and is concerned about the culverting of a ditch which is serving as an important drainage outlet - currently full.
BI/23/02616/FUL - Minor Dev - Dwellings	Creek Cottage, Westlands Estate	Replacement dwelling and associated works.	OBJECTION supporting comments of Harbour conservancy
23/02878/DOM	Garden Corner, Church Lane	Demolition of garage and erection of 1 annexe building	Cllr Firmston left the meeting for the decision of this application. No Objection

v. Delegated decisions to be noted

Planning Application number	Address	Details	Decision
BI/22/03026/FUL	Birdham Marina	Demolition of three workshops/sheds for the comprehensive redevelopment of the SouthWest area of the marina comprising four purpose built buildings including marine related workshops, offices, storage, reprovision and extension of the retail (chandlery) and a cafe/restaurant together with an additional 23 car parking spaces, boat parking and storage and appropriate landscaping - Variation of condition 3 from planning permission BI/12/00475/FUL (as amended by S.73 permission B1/22/01742/FUL) - Use Class variation of buildings A and D (Units A2 and D7 only) to allow greater flexibility, as amplified by email dated 22 May 2023.	PERMIT
Scout Hut, Crooked Lane, Birdham	Scout hut, Crooked Lane Birdham	Replacement scout hut and facilities to include new drop kerb and vehicle access.	PERMIT
BI/23/02415/FUL	Plovers Cottage, Batchmere Lane	Demolition of a section of 1 no. building and erection of 1 no dwelling (alternative permission 20/01130/FUL).	WITHDRAWN

(Cllr Montyn arrived at 20.21).

CDC Local Plan

Cllr Ballantyne confirmed that the Local Plan had been submitted.

7. To receive a report from WSCC Pieter Montyn

Cllr Firmston asked Cllr Montyn to verify whether WSCC would condone the culverting of an important drainage ditch for the planning application at the Russells' Garden Centre.

Action

Cllr Montyn

Cllr Montyn reported the booking system at the Westhampnett Waste and recycling centre was now in full operation. He had previously forwarded the details so that people could book in advance. Feedback is that it is working well.

The peninsula mobile service is to continue, and Cllr Montyn had been told that there would be more containers provided for different sorts of waste.

The council budget has been completed without tapping into the reserves. There will be an overall 4.99% increase enabling the council to perform its statutory duties, but also ensuring financial viability moving forward.

The 150-house development result was disappointing. He noted that there had not been any mention made of more money for the A27. 10% of the 30% affordable homes will be starter homes.

8. Traffic Calming Group - update

✚ Mr David Thompson reported that the Speed Indicator Device was now in operation in Bell Lane. Church Lane and Sidlesham Lane have been approved as sites.

✚ The clerk had circulated the quotes for the installation of the 3 posts to support the SID, prior to the meeting.

It was AGREED to instruct Arbus to install the three poles for a cost of £750.

✚ SID had been collecting a lot of interesting data and Mr Thompson asked that the date be put onto the website. He said that the aim of the exercise was to educate people. The SID was in Bell Lane between 16th January and the 2nd February. 60000 vehicles were recorded. 90% of vehicles travelled at less than 50mph; two vehicles were recorded at over 100mph. One at 2am and the other at 6pm. The police have been informed.

In Crooked Lane 8000 vehicles were recorded and 1.5% (120 vehicles) were over 40mph. He asked that Bracklesham PC also publish the data.

✚ The amount of speeding on the A286 might encourage police to place a car there, or a speed camera.

✚ Mr Thompson had been told that Birdham would not get the Community TRO as the roads needed "pillows" and other speed devices which would cost more than the £2000. (All of which the group are against.) He said that he wanted the Parish Council to invite Cllr Joy Dennis Head of WSCC highways to come and see the site.

Action

Clerk

The Chairman thanked Mr David Thompson and Mike Evans for all the work they have done on the Traffic Calming project.

The Chairman also reported that the three Parishes of Apuldram, Donnington and Birdham had created a group with the aim of getting a TRO along the whole length of the A286 until Birdham and that the group will be meeting in April.

Mr Thompson had written to Mike Dare to ask about the circumstances of the 7 fatalities which have occurred on the A286. His response was the information was all confidential but that they had not been exceeding the speed limit but did not say what the speed was.

(Cllrs Montyn and Ballantyne left the meeting at 21.00h).

9. Birdham Neighbourhood Plan Review - update

Cllr Hamilton had written to Valerie Dobson of CDC to ask if the reduction in the housing supply numbers for the CDC Local Plan, and the zero allocation for Birdham meant that the Neighbourhood Plan review could be submitted without risk. Her response had been circulated to councillors but did not simplify the position. Until the CDC Local Plan had been examined by the Inspector final housing figures would not be known. The update of the Birdham Neighbourhood Plan would need to be consistent with the CDC plan strategic policies.

(Cllr Devos apologised for having to leave the meeting early due to work pressures. She left the meeting at 21.04.)

10. Village Hall Trust – report from Cllr Churchill

- ✚ The Village Hall has recruited some more trustees although not all are confirmed yet. They are still trying to get a few more.
- ✚ Barry Richardson is negotiating the new lease for the Scout hut but has hit a problem with regards to insurance of the hut. Cllr Salamons said that as the Village Hall did not own the Scout hut this was not a problem. The trustees cannot insure a building they don't own. They only needed to issue a land lease. The Chairman said that this was now in the hands of the two solicitors and that they should sort it out between themselves from now on.

11. Clerk's report

i) Correspondence

- the clerk reminded the council that a date for the electors' meeting needed to be set between the end of March and 1st June – for next meeting
- the clerk will send Notices of Vacancies on the council to the Chairman to be put up around the village
- similarly, she will send some notices from WSCC who are desperate for new foster parents

ii) Register of interests' form without personal information

- the clerk had forwarded a copy of the form for councillors to fill out. All reference to any personal contact details has now been removed. An electronic copy needs to be sent to the clerk and the hard copy given to the Chairman. This is a legal requirement
- the clerk asked for the forms to be provided as soon as possible.

iii) Payments for consideration – the payments for consideration were proposed by Cllr Taylor, seconded by Cllr Hamilton and unanimously **RESOLVED**

iv) Expenditure to date and Bank reconciliation – circulated.

12. Councillor Reports:

i. Play area and playing field

Two quotes had been received from Playdale for the ground treatment underneath the teen shelter. It was agreed to use the recycled lorry tyres as more durable. The clerk will apply for the remaining S106 funds before placing the order.

Action	Clerk
Some emergency tree works had been undertaken near Old Common Close – the bill has yet to be received.	

ii. Village green and pond- no report

iii. Communication working group – no report

iv. Community resilience – Cllr Firmston had attended the Resilience training session at Bracklesham. He said that most places did not have a resilience plan, but that Birdham's had been in place for 6 years now. He had also attended a meeting about Climate Change in Chichester, and they had spoken about coastal flooding, ditch management, and the importance of Sustainable Urban Drainage Systems (SUDS).

13. Reports of meetings attended by Councillors – covered above

14. Items for inclusion on the next agenda:

- To discuss the viability of separate planning meetings
- Review outcomes of Electors' Meeting
- Infrastructure Business Plan – new projects to be included
- Date for Electors' Meeting

15. Date of next meeting

The next meeting will be held on Wednesday March 13th 2024

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

Signed: _____

Tim Firmston - Chairman

Date: _____

Birdham Parish Council Payments for Consideration
Meeting 14th February 2024

Balances on accounts:

Current account	£	66,263.63
Deposit account	£	71,059.93
NS&I	£	7,099.85
	£	144,423.41

Received since last meeting

£ -

Paid since last meeting

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
		£10,184.60

Payments for consideration

Scout Hut	legal fees	£2,340.00
betty geary	Litter picking	£70.00
I whitaker	salary	£877.59
nest	pension	£64.00
zoom	annual sub	£129.55
screwfix	traffic calming	£20.00
screwfix	traffic calming	£39.00
wsc	mobile waste facility	£5,007.65
		£8,547.79

Bank accounts as of 1st February 2024

Current Account	£ 66,263.63
Deposit Account	£ 71,059.93
National Savings	£ 7,099.85
Total	£ 144,423.41

Opening balance 1st April 2023	£ 201,592.77
add receipts in the year	£ 80,474.83
less expenditure to date	£ 137,644.19
Balance	£ 144,423.41

Less

Reserve @ 50% of Precept	£ 32,458.50
Total	£ 32,458.50

Ringfenced Funds

Op Watershed	£ 2,400.00
Culvert Ditch Maintenance	£ 14,000.00
Adams bequest	£ 6,500.00
CIL Payments	£ 68,710.20
NHB	£ 6,404.46
NP Grant Parish Land	£ 600.00
Car charging points	£ 1,500.00
Trees	£ 4,000.00
Ponds improvement long term	£ 2,000.00
Total	£ 106,114.66

Available Funds

Total	£ 5,850.25
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Outstanding PWLB

Total	£ 108,150.80
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Signed:

IXWhitaker - Clerk 7th Feb 2024