



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

Minutes of the of the Hybrid Parish Council Meeting
held on Wednesday 10th July 2024
at 7pm

Present: Cllr Timothy Firmston (Chair), Cllr Catherine Salamons (Vice-chair)
Cllr Elizabeth Hamilton, Cllr Gordon Churchill, Cllr Susan Taylor
WSCC Pieter Montyn CDC Elizabeth Hamilton
Clerk and Planning agent Kerry Simmons (Zoom), and 7 members of the public.

1. Apologies

Cllr Jan Devos who is ill. The council accepted the apology.

2. Declarations of interest

- i. Cllr Timothy Firmston for planning application BI/24/00677
- ii. There were no dispensation requests

3. Minutes – to approve and sign the minutes of 12th June 2024 meeting

The minutes were proposed by Cllr Salamons, seconded by Cllr Hamilton, and were unanimously **AGREED** to be a true and accurate record and were duly signed by the Chair.

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

A member of the public asked if the planning item on the Compulsory Purchase order inquiry could be brought forward to discuss now. He wanted to understand the Parish Council involvement. It was agreed to bring forward Item 9v.

Notifications of planning appeals.

Cllr Firmston briefed the meeting on the slow process of the CPO. It was first raised in 2023, to which the Parish Council objected. In Jan/Feb of this year the council was informed that an enquiry would take place in August 2024. The enquiry will last two weeks and be held on Tuesday, Wednesday, Thursday of each week, starting on August 6th at Chichester College. Cllr Firmston reminded the meeting that planning consent for the site was given in 2016 to Hyde Martlett for social housing. The CPO is just for the access track to the development.

The Parish Council's main objection is because of the much-increased volume of traffic and pedestrians three times a day at the primary school which now incorporates a nursery. The access track is opposite the school. The concern is also the width of the track which has ditches and trees either side.

A member of the public said that since this application had been granted there was a material change in planning terms in the granting of the 150-house development, which itself would be providing social housing – principally for those with a connection to Birdham.

All the utilities of the proposed Hyde Martlett site would have to be passed down the track – the only access. Not only that but the 150-house development would require schooling for at least 30 children and Birdham primary is already at capacity.

The Parish Council will make further comments to its objection of May 2023 and submit before the 16th July.

Action

Cllr Firmston/Clerk

5. To discuss and decide course of action with regard to WSCC consultation on EV charging points (Crooked Lane).

The Parish Council had received a communication from a resident who lived in front of the proposed location of the charging point. Because of the lack of parking spaces and the increased traffic in Crooked Lane, she had been refused a dedicated disabled parking space, despite having a disabled badge.

The logic of WSCC's placement was questioned, given the much-increased traffic in Crooked Lane, the narrow road, the school, and the increase in traffic which will occur with the 150 home development. There is a Parish Council car park opposite which could be used perhaps if WSCC leased the land. Cllr Hamilton said that in response to an enquiry WSCC had said that they had to own the land where the chargers were installed.

The Clerk is to complete the consultation form with an objection.

Action	Clerk
---------------	--------------

6. To receive reports from CDC members for Birdham

- i. Cllr Hamilton reported that CDC will be drawing down from its reserves to pay for the public toilets in Chichester (near Novium Museum)
- ii. CDC is issuing a consultation document on its Climate Change policies which should be received shortly.

7. Motion to award £10,000 to the new Scout Hut project from CIL funds.

Cllr Salamons proposed, and Cllr Hamilton seconded the motion which was unanimously **RESOLVED.**

Action	Clerk
---------------	--------------

8. Motion to agree the quote for the all-weather footpath for the Recreation Ground.

Quotes had been sought from various contractors. Edburton's (who installed the first part of the path) had responded with a quote of £18,779.42. (Other contractors had declined to quote). The path will start at end of Farne Lane to the wooden footbridge. All the soil will be taken off site and drainage works will be undertaken on the bund.

Cllr Churchill proposed, and Cllr Salamons seconded the motion which was unanimously **RESOLVED.**

Action	Clerk
---------------	--------------

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

i. Mr Ed Fitzgerald with regard to future planning application.

Mr Fitzgerald who has been looking for a site for a small to medium business development has purchased land in Bell Lane. He explained to the council that the pre-application would be going in next week, and the final application in the autumn. The requirements are the same (as he had explained at a previous meeting), small units, with possibility to receive an articulated lorry once a week. His business forecasts from last year had all come to fruition. The number of local employees at the company has increased.
(Cllr Susan Taylor joined the meeting at 7.51pm).

ii. Future Parish Council Planning meetings

Cllr Taylor had circulated a summary of last month's discussion. It was agreed to start in September with a 6-month trial. The hall is already booked on Wednesday evenings. A chair will be elected at the first meeting.

iii. Notifications of new Planning Enforcement Notices - none

iv. Updates on Planning Enforcements - none

v. Notifications of Planning Appeals – CPO – already discussed above

vi. Planning applications to be decided:

Planning application number	Address	Details	Comment
BI/24/00940/FUL - Minor Dev	Hundredsteddle Farm, Hundredsteddle Lane, Birdham, Chichester, West Sussex, PO20 7BL	Staff accommodation (static caravan) for a seasonal agricultural worke	No objection on condition that seasonal occupation only
BI/24/00677/DOM	Oak Cottage, Martins Lane, Birdham, Chichester	Home office studio	No objection on condition that it is not used or sold as a separate dwelling

BI/24/01046/DOM	7 The Saltings, Birdham, Chichester,	Single storey side extension and internal alterations.	No objection
BI/24/01333/TPA	7 Longmeadow Gardens	Crown reduce by 2m on 1 no. Oak tree (T2) subject to BI/72/00014/TPO	Refer to tree officer
BI/24/01184/ELD	Pool House Lock Lane Birdham West Sussex	Existing lawful development - use of existing 4 no. buildings as dwellings/flats	No Objection
BI/24/01370/FUL	Creek Cottage, Westlands Lane	Replacement dwelling and associated works - variation of Condition 2 of Planning Permission BI/23/02616/FUL to update approved plans to include single storey rear extension.	Objection - constitutes planning by increment, it increases the silhouette; HC has not yet commented
BI/24/01496	Dragonsfield, Westlands Estate, Birdham, Chichester,	Tree works	Refer to tree officer
BI/24/01519/DOM	Westways, Crooked Lane	detached single garage	Objection - proposed garage in front of the building line

vii. Delegated decisions to be noted

Planning Application number	Address	Details	Decision
BI/23/01785/FUL - Minor Dev	The White Cottage, Sidlesham Lane, Birdham, Chichester	Demolition of existing dwelling, garage and outbuildings. Construction of 1 no. new dwelling, garage, annex and associated works.	PERMIT

10. Teen Shelter – discussion

Information about teen shelters and their success or otherwise had been circulated. CDC's Sarah Peyman had also given some examples of areas where they had been a success in the Chichester district. Consultation with the teens was the most important. It was agreed to have a table at the village meeting in October/November. Contacting the teens would be the hardest to achieve. Some mention in a flyer appealing to youngsters to come and have their say was a possibility. Coming down to the village hall in the evening was also a possibility.

The clerk will ask for the delivery of the shelter to stay on hold for the moment.

Action	Clerk
--------	-------

11. To receive a report from WSCC member for Birdham Pieter Montyn.

- Cllr Montyn reported that the works being undertaken by Southern Water were not finished yet.
- On 31st July Cllr Montyn would be having a meeting with the Chief Executive of WSCC and he had a considerable number of issues to discuss – particularly the proportional increase of 150 homes on the existing 850
- Roads: WSCC has added an extra budget of £13m to its road surfacing programme/pothole repairs to help with the unprecedented number of repairs

12. Outline Organisation of Village Meeting for October 24

Two possible dates had been booked at the Village Hall: 19th October and 16th November. The date will be fixed at the meeting in September.

13. Clerk's report

i. Clerk's Correspondence.

- Playdale will repair the play area this week (Cllr Firmston informed the meeting that already undertaken)
- The clerk informed the meeting that Cllr Firmston had produced the Annual Monitoring Report (on the success of the policies in the Neighbourhood Plan) and this had been submitted to CDC.

- the clerk had put in a request to CDC to cut the sidings on A286 towards the shop after phone calls from two residents

ii. **Payments for consideration.** With the addition of £411.73 for grass mowing, and £120 for accountants (payroll costs) the payments for consideration were proposed by Cllr Taylor, seconded by Cllr Churchill and unanimously RESOLVED.

iii. **Bank reconciliation - circulated**

14. Councillor Reports:

i. **Play area and playing field** – play equipment has been repaired today

ii. **Village green and pond** – no report

iii. **Communication working group** – Articles for the Newsletter will include the proposed Village Meeting; Community Speedwatch; Scout hut; the playing field; Community Orchard

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

9. Reports of meetings attended by Councillors

Cllr Salamons had attended the CDALC meeting, and her report was circulated to councillors.

10. Items for inclusion on the next agenda

- **Donations to charities and other groups**

- **Teen shelter**

- **Village Meeting**

- **Community Orchard**

11. Date of next meeting

The next meeting will be on **WEDNESDAY SEPTEMBER 11th 2024.**

NB there is no meeting during the month of August.

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

Signed: _____

Tim Firmston - Chair

Date: _____

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

Balances on accounts:

Current account	£93,232.94
Deposit account	£71,665.43
NS&I	£7,154.78
	£172,053.15

Received since last meeting

£0.00

Paid since last meeting

betty geary	litter picking	£70.00
imogen whitaker	clerk's salary	£877.59
nest	pension	£64.00
royal british legion	dday flag	£23.98
kennedy and sons	grass mowing	£323.32
sse	street lighting	£180.35
parish council websites	deposit	£314.58
playdale	repairs deposit	£875.71
lake road landscaping	fence repairs	£414.00
adrian dover	grass mowing and bus stop clearance	£95.00
		£3,238.53

Payments for consideration

betty geary	litter picking	£70.00
imogen whitaker	clerk's salary	£877.59
nest	pension	£64.00
imogen whitaker	council running costs	£233.09
hmrc	contributions	£64.65
sse	street lighting	£186.34
adrian dover	grass cutting/bus stop clearance	£130.00
wsc	street lighting maintenance	£1,280.66
Boxgrove PC	telephone contribution	£35.97
		£2,942.30

Birdham Parish Council Recon 10th July 2024

Bank accounts as of July 3rd 2024

Current Account	£93,232.94
Deposit Account	£71,665.43
National Savings	£7,154.78
Total	£172,053.15

Opening balance 1st April 2023	£147,709.91
add receipts in the year	£40,015.12
less expenditure to date	£15,671.88
Balance	£172,053.15

Less

Reserve @ 50% of Precept	£36,908.00
Total	£36,908.00

Ringfenced Funds

Op Watershed	£2,400.00
Culvert Ditch Maintenance	£17,500.00
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	£5,275.00
Ponds improvement long term	£3,000.00
Total	£111,889.66

Available Funds

Total	£23,255.49
--------------	-------------------

Outstanding PWLB

Total	£95,750.00
--------------	-------------------

Signed:

*IXWhitaker - Clerk 3rd July
2024*