



# Fittleworth Parish Council

## PARISH COUNCIL MEETING

Minutes of the Parish Council Meeting held on  
21<sup>st</sup> November 2022 at 7.00pm in Sports Pavilion.

**Present:** Parish Councillors: Jane Claxton (Chair), Mike Allin, David Brittain, Tony Broughton, Robin Dunstan, Sally Tanner and Chris Welfare.

**In attendance:** County Councillor: Janet Duncton, District Councillor; Alan Sutton

Also Present: Rachel Gorvin (Clerk).

**Members of public:** 2

The Chair reminded members of the public of the requirement that they limit their participation to the Public Adjournment section of the meeting.

<b>22-185</b>	<b>Apologies for absence</b> Apologies for absence were received and accepted from Cllrs Scott and Houlden, Cllr Alan Sutton.
<b>22-186</b>	<b>Minutes of the last meeting</b> The minutes of the meeting held on 17 <sup>th</sup> October 2022 were agreed as a true record and were signed by the Chair. Proposed: Cllr Dunstan, seconded Cllr Broughton and agreed by the meeting.
<b>22-187</b>	<b>Crime</b> – no report received but Teams meeting with Neighbourhood Safety Team booked for 9 <sup>th</sup> Dec, 10am. Cllrs Brittain and Claxton will try and attend
<b>22-188</b>	<b>County Councillor reports</b> – A <a href="#">report</a> was received prior to the meeting from Cllr Duncton. Verbal addition – Safe drive Safe alive campaign starting up again and delivered to 3000 students at Chichester College. £1.8m for electric charging points from Govt. Not without difficulties as take up parking spaces when not in use. 850 children in WSCC care. Epic awards earlier this month – Foster parents needed for children. Speed policy – been to scrutiny, now going back to cabinet member for decision – early in new year. Foul and surface drain plan – WSCC don't have – parish to contact southern water or EA. Blocked drain The Fleet – with highways team. Ditch behind Birch Court – very high with water – enforcement notice against developer – going to put another attenuation tank in. Can Janet chase up Kevin McNay Waiting for him to come back with suggestions for Operation Watershed money.
<b>22-189</b>	<b>District Councillor reports</b> – Cllr Sutton was unable to attend the meeting due to circumstances beyond his control.
<b>22-190</b>	<b>Public questions</b> – Robin Dunstan – receiving complaints about school parking – people parking on double yellows, on bends, incidence of road rage. What can be done about the school parking? Clerk to write to Head teacher about inconsiderate parking, however it is difficult to enforce. Letter from School Close residents about trees in Alley Dick – Cllrs Allin and Broughton will look at this, they will speak to school and get Arboricultural Excellence to have a look.

Robin Dunstan - Question on affordable housing at the Limbourne Lane development – prices still not affordable to many people. The Clerk to write to Hyde Housing about how they are going to demonstrate the local connection for the rented and for sale properties. Cllr Claxton explained that the developer is bound by current legislation, so whilst not ideal, nothing the Parish Council can influence.

**22-191** **Declarations by Council Members of personal or prejudicial interest**  
 The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011).  
 Cllr Claxton is a near neighbour of Rew Cottage

**22-192** **Parish Clerk Report** - the clerk submitted a [report](#) for November prior to the meeting. A **resolution** to fund the roof survey by Jones Bros of £165 from general reserves was proposed by Cllr Allin and seconded by Cllr Broughton and agreed by the meeting. Cllr Allin will investigate who we can get to do a type 3 asbestos survey. Defibrillator needs new batteries – Cllr Welfare has been trying to source. Never had to pay for them before. Cllr Welfare will talk to his contacts about the best way forward. Fire alarm – The Clerk will follow up with KBO as to whether additional electrical works required. The Alan Thornhill sculpture poll is live on Nextdoor and paper copies in the shop. Centenary Garden Bench – Cllr Allin has spoken to donor, as an Oak bench costs about £1000 – if this is above their budget the balance could come from next year's asset replacement budget. Ditch on Recreation Ground – still a lot of leaf to come down so Grasstex haven't attended yet. The gate at the grid needs a new lock. We will try and organise a village working party for next year. Cllr Brittain reported that the Trash screen at Little Bognor is cleared by residents. Village Leaf clearing working party next autumn to be organised.

**22-193** **Finance**  
 a) **Online Banking** – Information can be accessed but Cllr Scott needs to Login before payments can be authorised.  
 b) **Payments** -The list of payments totalling £2017.13 was agreed in accordance with Financial Regulations.

Inv No	Payee	Description	Amount
Email	David Evans	Sandrock Tree Damage	395.00
2752	CloudyIT	Monthly Fee Nov 2022	70.20
682	Grasstex	Grass cutting Oct	188.10
Cash	Carol Twite	Centenary Gdns Plants	35.24
8001644717	WSCC	Salaries Oct 2022	1,275.00
Various	Clerk	Expenses Printer ink, stamps, mobile	53.59
<b>Total Approved for payment 21/11/2022</b>			<b>2,017.13</b>

c) **Reports** – to receive and note ytd reports – Sept and Oct Bank reconciliations were signed.  
 d) **Budget** – to discuss and agree the budget proposal for 2023/24  
 There was a discussion around seeking donations to fund projects. The Chair suggested that we make a note that we accept the budget with the caveat that will add note about donations next time. **The Resolution to accept the proposed**

	<p><b>budget was proposed by Cllr Dunstan and seconded by Cllr Broughton and agreed by the meeting.</b></p> <p>e) <b>Precept</b> – Following agreement of the budget for 2023/24 it was <b>resolved</b> that the precept demand of £35974 (£66.22 per band D household) be submitted to CDC. The Clerk is delegated to issue the demand as required. <b>Proposed Cllr Broughton, seconded Cllr Welfare.</b> All agreed except for Cllr Allin who abstained.</p>
<b>22-194</b>	<p><b>Planning</b></p> <p>a) <u>Planning Committee Minutes</u> The minutes for the planning committee held on 13<sup>th</sup> October 2022 were received and noted. 3<sup>rd</sup> Nov draft minutes received today.</p> <p>b) <u>Planning Committee Recommendations</u> Rew Cottage application received and discussed on 3<sup>rd</sup> Nov – an online meeting took place on Tuesday 17<sup>th</sup> November with the Architects to help the Planning Committee understand how the design was agreed – the meeting was recorded and circulated. Cllr Scott has proposed a comment for submission. Cllr Scott has looked at the determination of the enforcement action on the access track, as far as we can tell, it is for agricultural use only and there is no implied right for any kind of residential access, so the applicants would need permission for residential access. The Applicant is aware and access is planned to remain through the histoirc barn adjacent to Hesworth Cottage. The Applicant, who was at the meeting, was given the proposed submission to read. Cllr Allin asked whether the applicant is restricted to the position of the property – answer, the applicant has not had discussions with SDNP yet. There might be an opportunity to move the property slightly back. The Application does involve dropping the height of the building down about a metre. The Meeting agreed to submit the proposed comment. Clerk to submit before the deadline of 23<sup>rd</sup> November 2022.</p>
<b>22-195</b>	<p><b>Action List</b></p> <p>The updated action list was circulated prior to the meeting and outstanding items were reviewed.</p> <p>Cllr Dunstan reported that a material net for the table tennis table would be difficult to fit, however it was agreed that the Clerk investigate getting a net of some kind that could be left at the shop with the bats.</p> <p>Clerk to speak to Cllr Houlden about Comms group as no progress to date and it's important but time consuming to post information on website and Nextdoor.</p>
<b>22-196</b>	<p><b>Working Groups</b></p> <p>a) <b>Community Hub Working Group</b> – Richard Atkinson is picking up the old plans on Friday, he was involved in pavilion extension, he might know about asbestos tiles. Hopefully we will have an outline plan in next 2-3 weeks</p> <p>b) <b>Communications Working Group</b> – nothing to report</p> <p>c) <b>Save The Swan Working Group</b> – Pop up restaurant is still going, and the new owner is planning to hold a Carols event before Christmas. They are hoping to extend the kitchen and make some internal modifications, an informal discussion to be held with FPC before submission of plans. They are unable to open until the planning process is complete because of the improvements they want to make.</p>

	<p>Have done a lot of work indoors, stripping back to wood etc. The new owner is still looking at parking solutions.</p> <p><b>d) Maintenance Working Group</b> – Football pitch Ditch cleared. Bench replacement is ongoing. Wobbly pavers to be done. Bus Shelter – pushed back to next year.</p> <p><b>e) Highways &amp; Traffic Working Group</b> – Progress on SID. WSCC Highways have agreed to the 6 sites, and we are currently displaying public notices for these, once the 28-day notice period is over, Highways will issue the licences. Once licences have been issued, Clerk instructs Wilbar to install new posts and sockets, to be funded by Traffic safety budget and grant funding from SDNP. The SID is very heavy, it does need a contractor to move. We should be able to get data from Speedwatch app to measure success of SID. Village Gates – traffic group meeting tomorrow about the gates, Charles is getting quotes, and they need funding. Speedwatch is ongoing, speeds seem to be less. The Fleet – the data collected from the speed strips did not support the criteria for the TRO. Repeater post outside The Gardens is down – Cllr Broughton will take a photo and send it to Clerk to report to WSCC. WSP will be instructed to start on the proposals for enhancing the area in front of The Swan as soon as the online banking is working. To be funded from donations to traffic safety in the village.</p> <p><b>f) Hesworth Common Management Working Group</b>– Cllr Allin has met the new assistant ranger from SDNPA, Gemma. She is based at Weald and Downland. Craig Daters is Manager now, 6 Officer posts removed. Working party next Tuesday. Pulling up bracken and self-seeded saplings. Main car park 10am. A new agreement for funding to be submitted next year.</p> <p><b>g) Birchwood Walks</b> - 1 more day’s work owed by Dan Cornell – brush cutting around the new trees. Bracken is higher than some of the trees. Taking down 3 birch to expand the view</p> <p><b>h) Footpaths</b></p> <p><b>i)Village Hall &amp; Outside Bodies</b> - No meeting since last Parish Council meeting. Still not received invoices.</p> <p><b>j) Flood Resilience Working Group</b> – waiting for Kevin McVay from WSCC to feedback suggestions for Operation Watershed bid. Cllr Brittain reported that the Little Bognor Road under quite a lot of water and needs looking at. He will get some photos for Clerk to submit to WSCC. Birch Court – the developer is going to put another attenuation tank but needs to access the gardens – supposed to be done by end Dec but unlikely in this weather.</p>
<b>22-197</b>	<b>Sports Pavilion</b> – Sports and Social Club hosting Carols Friday 16 <sup>th</sup> December
	<p><b>Correspondence</b> –  Andrew Griffiths link to boundary changes to go on Nextdoor  Neighbour safety reports – frequent reports of catalytic converters bring targeted– we will try and find out which models of cars most at risk.  Also, incidents of windows smashed by catapults. Residents need to remain vigilant. To be raised with Inspector Burt at the CDNST meeting</p>
<b>22-198</b>	<b>Chair’s Announcements</b> None
<b>22-199</b>	<b>Matters Raised by Councillors - none</b>

<b>22-200</b>	<b>Date of next meetings: 16<sup>th</sup> January 2023</b> (December meeting not required as budget agreed)

There being no other business the meeting concluded at 20:41

Signed:

Date: