



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 11<sup>th</sup> JUNE 2020 AT 7.00PM VIA ZOOM  
VIDEO CONFERENCE**

**EWBPC COUNCILLORS** Brian Reeves (BR) Emma Cox (EC)  
**PRESENT:** Becky Salamon (BS)\* Joe O’Sullivan (JO’S)  
Richard Ford (RF) Darren Banks (DB)  
Pamela Kensington (PK)\* Dawson Parker (DP)

Susan Taylor (CDC Councillor) (STT)  
Graeme Barratt (BG) (CDC Councillor)

*\*Attended but unable to participate due to technical difficulties with Zoom*

**APOLOGIES:** James Salamon (JS)  
Emile Kott (EK)  
Doug Holden (DH)  
Elizabeth Hamilton (EH) (CDC Councillor)  
Pieter Montyn (PM) (WSCC Councillor)

**IN ATTENDANCE** Parish Clerk, and 1 member of the public

**20.33 Declarations of Interest and dispensation requests**

None

**20.34 Minutes of the Council’s Meeting Held on 23<sup>rd</sup> March 2020.**

The minutes were agreed as a correct record and **approved** for signature.

**20.35 Public Questions**

The council had received two questions prior to the meeting as follows:

1. *In line with the government’s directive what efforts are being made to promote safe commuter cycling between the Witterings and Bracklesham?*

The Chairman advised that commuter cycle routes have been identified as a priority in the emerging neighbourhood plan, but funding them was challenging and that there were significant issues in identifying safe routes along some sections on the main road where it was too narrow for a cycle lane to be incorporated. The Council are also working on a project to link Medmerry to Bracklesham. The Council have also proposed that a quiet on-road cycle route between Bracklesham and East Wittering be marked out using road stencils and finger posts to encourage visitors and residents to access the village centre via active travel as lockdown eases.

2. *In response to the extremely negative fallout caused by the management of West Wittering Beach, what provision is being made to park all the extra visiting traffic?*

The Chairman replied that we have 4 car parks in the Parish, two owned by Chichester District Council (CDC) and two by the Parish Council (EWBPC). The EWBPC car park at Downview contains about 30 places, and the EWBPC car park at Bracklesham Barn has about 40 places. Neither have been particularly busy or well used over recent weeks, possibly because they are both located at a distance from the beach. The car park owned by CDC at Bracklesham Bay has 96 places and at Northern Crescent 37 places. The CDC car park in neighbouring West Wittering at Marine Drive contains 65 marked places and has the capacity for an additional 320 cars in the field. We have asked CDC if they can improve the signage to these car parks and they are looking in to it.

There is of course West Wittering beach which has potential for 7,500 cars and at present it is taking up to 1,200 vehicles per day via pre-payment only (parking must be booked two days in advance). The reduction in capacity due to the COVID crisis has undoubtedly increased pressure on the local villages as visitors are unable to get in to the car park. CDC parking enforcement officers issued 350 parking notices in May, but there is little that can be done by the parishes to prevent people from visiting the area and parking inconsiderately once they arrive.

In the past we have considered proposals to extend our car parks at Downview and the Barn onto the adjacent recreation fields, but they were rejected for sound reasons; neither car park is well used at present and the costs of employing staff to man the car parks along with the business rates implications would make it prohibitively expensive set against the income generated and loss of green space for local residents. The lack of facilities at Downview or on the beach in that area would exacerbate existing issues with visitors using resident's gardens and twittens as latrines and littering the beach.

The school was asked by the Parish 3-4 years ago if they would consider using their field as a car park, but for similar reasons as EWBPC decided that it was not practicable.

The other potential area for parking is the fields adjacent to Scotts Farm in West Wittering parish, although their viability would be subject to the same constraints as the fields owned by EWBPC and the lack of facilities in that area of the beach frontage may lead to many of the same adverse environmental impacts.

Finally, encouraging additional visitors to the village when capacity in many of the shops and cafes is limited due to social distancing measures will not be welcomed by many of our residents, who would prefer that visitor numbers are kept within the space and operational capacities of the area.

Cllr Parker asked if anything could be done to limit horse boxes at Bracklesham Car Park. Cllr Barratt advised that he will contact the car parking team at CDC for clarification.

Cllr O'Sullivan asked if a park and ride scheme could be set up from Chichester college. Cllr Barrett advised that he will contact the car parking team at CDC enquire if this is feasible.

**20.36 District Councillors reports**

Cllr Barratt has had a call from our new PCSO (Scott Raine), who is due to start work on 15/6/20. Hopefully this should result in a more visible police presence in the village.

The village/church halls in West Wittering and West Itchenor could be made available to the schools if needed to provide additional classroom space.

Cllr Taylor advised that planning officers have still been working on the Local Plan Review, but inevitably there have been delays due to the Covid crisis and the difficulty of working with third party organisations. There is a consultation in progress on an Interim Policy Statement (IPS) which runs until the 10<sup>th</sup> July. The current plan lapses on 15<sup>th</sup> July, so at that point the presumption in favour of sustainable development will apply (609 houses per year). The IPS will allow CDC to direct developers in towards land that had already been identified within the Local Plan Review in order to try and control development. Cllr Taylor urged all to respond to the consultation.

**20.37 To receive and note the internal auditors report**

Council noted the report and the auditors comments and accepted it.

Cllr Parker highlighted the recommendation re. the FSCS scheme and requested that the advice be implemented as soon as possible.

**20.38 Approval of Annual Governance and Accountability Return (2019/20) Part3**

a) Council reviewed the annual governance statement and agreed that all of the conditions had been met.

*Proposed by the Chairman council **APPROVED** the annual governance statement for signature by the Chairman and the Clerk.*

b) Council reviewed the annual financial and accounting statements including:

- Asset register
- Bank reconciliation
- Reserves reconciliation
- Balance sheet
- Income & Expenditure for FY 2019-20

*Proposed by the Chairman council **APPROVED** the financial and accounting statements for signature by the Chairman and the RFO.*

The clerk then made arrangements for the documents to be signed by the relevant parties in order to be sent to the external auditors for review.

**20.39 New Homes Bonus 2020 Grant Project Proposals**

The Clerk reminded councillors that funding applications needed to be submitted to CDC by 31/7/20 and requested that project proposals be submitted to her by 30/6/20 so that they can be added to the agenda for the next council meeting for a final decision.

The Clerk advised that there may be a need to provide advice and support for residents in financial distress due to the COVID crisis based on the increase in the number of foodbank

vouchers issued to local families.

Cllr Parker asked if something could be done to support the schools in providing support for children that have been affected by the interruption to their education?

Cllr Banks suggested funding for IT equipment for children to help with their education.

The Chairman suggested the council look at free school meal funding over the summer holidays and summer activities – possibly looking at additional tutoring to help children to catch up. There are currently issues with the government food voucher scheme which are leaving families unable to access the support.

The Chairman also suggested we consider developing a project to support the small businesses who run classes at the barn and ensure that they are able to return.

#### **20.40 Urgent Matters**

Cllr Ford requested that thought be given to how the Barn safely re-open and whether access to the building needed to be restricted to certain age groups. The Clerk advised that we are still awaiting detailed government guidance on how leisure facilities/community buildings can be operated in a COIVD safe manner and that as soon as the guidance is available it will be shared with the Council along with a plan for how we will meet the requirements.

Cllr O’Sullivan advised that he has had lots of positive feedback from the shopkeepers re. the signage for the village centre.

**THE NEXT MEETING OF THE PARISH COUNCIL WILL BE HELD THURSDAY 9<sup>TH</sup> JULY AT 7PM  
MEETING LOCATION/FORMAT TO BE CONFIRMED WHEN THE AGENDA IS ISSUED SUBJECT  
TO CURRENT GOVERNMENT GUIDANCE AND LOCKDOWN RESTRICTIONS.**

**These minutes are in draft form until approved by the council at the next meeting and may be amended by resolution. Copies of all unapproved minutes, agendas and more information about East Wittering and Bracklesham Parish Council can be found on the Parish Council’s web site: [www.ewbpc.org.uk](http://www.ewbpc.org.uk)**

Signed \_\_\_\_\_ Chair

Date \_\_\_\_\_

## Summary of Actions

<b>Minute number</b>	<b>Action</b>	<b>Person Responsible</b>
20.37	Clerk to prepare revised options for investment plan for council funds for approval by council following impacts of COVID crisis on interest rates and investment opportunities.	CLERK
20.38	Clerk to arrange signing of AGAR documents and send annual return to external auditor for assurance review.	CLERK
20.39	All councillors to send NHB project proposals to Clerk for decision at the July council meeting.	CLERK
20.40	Clerk to circulate plan for safely reopening Bracklesham Barn once detailed government guidance has been published.	CLERK