



**MINUTES OF THE PARISH COUNCIL MEETING HELD ON MONDAY 9<sup>th</sup> JULY 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) James Salamon (JS)  
Pamela Kensington (PK) Dawson Parker (DP)  
Doug Holden (DH)  
Susan Taylor (CDC Councillor) (STT)  
Graeme Barratt (GB) (CDC Councillor)  
Pieter Montyn (PM) (WSCC Councillor)  
Elizabeth Hamilton (EH) (CDC Councillor)

**APOLOGIES:** Darren Banks (DB)

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

**20.41 Declarations of Interest and dispensation requests**

None

**20.42 Minutes of the Council’s Meeting Held on 11<sup>th</sup> June 2020.**

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

**20.43 Update on actions from previous meeting**

The Clerk was still compiling the updates investment options report. All others had been completed.

**20.44** No Questions had been received from members of the public.

**20.44 District and County Councillors reports**

**PM** – Had circulated a report to the council. In addition to the number of reported COVID cases there is also a report on the number of deaths, which lags slightly behind. West Sussex so far has had 617 COVID related deaths, they are declining rapidly. The govt. announced a £500m fund for local authorities, but it is not yet clear how this will be allocated. The main problem is getting the treasury to understand the challenges being faced by local authorities – there is still no sign of a long-term funding settlement and the costs of social care are having a huge impact – the estimated cost to the council is between £35 and £80 million. County continue to lobby the government on this.

**GB** – CDC are anticipating a shortfall of approx. £9 million due to COVID. STC have asked if we can form a peninsula wide Vision group. GB has resisted. GB has flagged up the lack of local policing in the community safety review. GB has continued to raise parking issues at WSCC and CDC. GB had raised the possibility of a park & ride, but at present it is impractical due to social distancing requirements on public transport. PM added that WSCC have investigated this before, but it has been discounted in the past as unattractive for beach users. It may be looked at again in the future. Pre-pay at WW car park has helped with traffic flows on to the site.

Bracklesham car park has been a problem due to volume of traffic and queues blocking access to E. Bracklesham Drive. CDC have focused enforcement activity in the Witterings during the hot weather but they have only got 3 enforcement officers. PM added that it may be possible to increase the number of enforcement officers during the summer season on a temporary basis. PM has arranged a meeting with the PCC Katy Bourne and will be raising the issues relating to parking in the area and the need for more officers during the summer season. The number of tickets on sale at WW has been increased, but capacity on-site remains reduced in order to maintain social distancing and adequate lifesaving and first responder cover. RF asked what was being done to communicate and educate the public about the changes at WW beach to discourage people from coming down given the reduced capacity? EC suggested that we tie in with the 'Know before you go' national campaign. PM advised that WW beach are actively promoting the new policy and are seeing reductions in the number of vehicles they have to turn away (down from 1,400 per day to 500 per day) and will advise WW of the national campaign.

**EH** – Next council meeting will be on 21/7/20 held virtually again – it will include public questions, which must be submitted in advance by 17/7/20 via the democratic services team.

**STT** – Public open space order re. control of dogs at the Bracklesham beach – there is a public consultation on changes to the controlled area for dogs on the. JOS added that the dog control notice at the end of Shore Road is currently covered by stones and is unreadable.

The public consultation on the Interim Policy Statement for planning is open for comments.

#### **20.45** Reports from Parish Councillors on Meetings attended since 11/06/20

A planning meeting was held on 22/6/20. Three applications were decided. 1 member of the public attended. There were no questions or representations.

#### **20.45** Finance

**20.45.1** The Chairman had agreed and signed the bank reconciliation.

**20.45.2** The council received a statement of the current financial position and budget monitor.

**20.45.3** The council received the list of payments made between 01/04/20 and 30/06/20 totalling £49,963.02

*Council **RESOLVED** to ratify the bank reconciliation, finance reports and payment schedule.*

#### **20.46** New Homes Bonus 2020 Grant Project Proposals

The council had identified a number of projects that they would like to investigate further. Following clarification from CDC on eligibility requirements for the funding, two had been brought forward, appointment of a community support and development officer for 12 months and for refurbishment of the Football Pavillion at Downview.

Council **RESOLVED** to use the apply for funding of £16K to support the refurbishment of the football pavilion.

**20.47 To approve the council response to the CDC Interim Planning Policy Statement**

The planning committee had drafted a response to the interim policy ready for submission on the consultation deadline of 10/07/20.

STT advised that the IPS cannot be used to bring forward new planning policies as it is not a statutory document. The aim is to provide a document that will carry weight with the planning inspectorate in the event of any planning appeals.

Council **RESOLVED** to approve the draft response and submit it to CDC.

**20.48 To approve the developer request to undertake sewer works under the road in Downview Close**

The council had received a request for the road in Downview Close to be excavated to enable to sewer connection to the three new properties that were granted planning permission on appeal to the planning inspectorate.

Council agreed to **DEFER** the decision to the planning committee meeting on 13<sup>th</sup> July.

**20.49 To approve the revised annual meeting schedule**

The Clerk had prepared a revised meeting schedule up to May 2021. Until further notice, all meetings would continue to be conducted via Zoom, in accordance with government advice to work from home if at all possible.

Council **RESOLVED** to adopt the revised meeting schedule. All meetings to be conducted via Zoom until either government guidelines re. working from home change or the emergency coronavirus act legislation enabling remote meetings lapses (currently May 2021).

**20.50 To approve the plan for safely opening and operating Bracklesham Barn**

Council noted the Clerk's report outlining the options for reopening the Barn, the completed risk assessments, proposed changes to daily operating procedures and noted the difficulty of formulating a final plan in the absence of government guidance on the safe resumption of sports and fitness activities. The situation remains highly uncertain and the final cost implications for the council are still very difficult to forecast. The Clerk proposed that the Barn remain closed to regular hirers until September 2020, although if required it could be made available for use as a holiday activity club venue in August subject to a suitable single provider being found and evidence of adequate risk assessments and safe operating procedures being provided.

Council **RESOLVED** to accept the recommendations in the report and delay full opening of the Barn until the beginning of 7th September 2020 at the earliest, subject to review if government guidelines or prohibitions change. If an urgent decision to amend this is required before the next full council meeting on September 10<sup>th</sup> 2020 it will be made via the scheme of delegation by the Clerk, Chairman and Vice Chairman.

**20.51 To approve the proposal to jointly employ a youth worker for the Western Manhood with Youth Dream**

Council resolved in December 2019 to directly employ a youth worker for 12 hours per week to support the Youth Club and deliver detached youth work in the community. The post was advertised in January and February 2020, but no suitable applicants came forward with the relevant qualifications and experience. The council have also been a member of a peninsula wide consortium project involving over 20 organisations, developing a long-term strategy for youth development in the peninsula over the next three years. The strategy has identified a need for two youth workers to be employed full time, one to cover the Western Manhood and one to cover the Eastern Manhood. The youth workers will be directly employed by Youth Dream with the posts supported via contributions from the parishes, local partners, charitable funds and grants. The proposal is that the Parish Council allocate the £10K budgeted in this financial for a youth worker to Youth Dream to fund the post of the Western Manhood Youth worker for an initial six-month period. The arrangement will be subject to a service level agreement between Youth Dream and the Parish Council and day to day management of the role, local priorities and reporting will be managed by the Parish Council. The arrangement to be reviewed in February 2021 to ensure it is working effectively for all parties.

*Council **RESOLVED** to jointly employ the Youth Worker in partnership with Youth Dream, the arrangement to be reviewed in February 2021.*

**20.52 To approve the revised contract with Terra Firma for the BREW Vision**

Due to the COVID-19 crisis it has not been possible to launch the BREW Vision and run public consultation events over the spring and summer as originally planned. The timetable for activities and project deadlines have accordingly been shifted with the project now due to complete in the spring and early summer of 2021. The updated contract reflects this change in the schedule and the revised project deliverables and payments dates.

*Council **RESOLVED** to approve the revised contract with Terra Firma and authorised the Clerk to sign it.*

**Action – Clerk to arrange Vision group meeting w/c 20/7/20**

**20.53 To respond to the developer of the land at Middleton Close with suggestions for a name for the new block of flats**

The Clerk had asked the local history group to suggest some appropriate names and they had forwarded two suggestions, FABIUS or JUNO house to reflect the proximity of the location to the beach which had a prominent role in the preparations for D-Day in 1944.

The Chairman suggested that ROSE house be put forward to commemorate the achievements of Sir Alec Rose who had single-handedly circumnavigated the globe in the sailing boat Lively Lady and the location of the site next to the former pub of that name. He also suggested LOWE house in recognition of the service of Ray Lowe who served on the council for over 50 years.

*Council **RESOLVED** to submit the names FABIUS, JUNO, ROSE and LOWE to the developers as suitable names for the site, with the final choice left at their discretion.*

**20.54 To Approve the installation of wooden posts at Bracklesham Park to secure the site from unauthorised incursion.**

The Clerk had prepared a report for the council outlining options to respond to increased use

of the park by a pony and trap and to replace the fencing surrounding the car park.

*Council **RESOLVED** to install the 'dragons teeth' posts on the mound at Bracklesham Park to secure it from future incursions and to replace the rotten post and rail fencing around the car park with a further row of 'dragons teeth' posts at an estimated cost of £880.*

**THE NEXT MEETING OF THE PARISH COUNCIL WILL BE HELD THURSDAY 10<sup>TH</sup> SEPTEMBER AT 7PM MEETING VIA ZOOM.**

**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>
20.46	Clerk to submit NHB application for Pavillion project by 31/7/20.	CLERK
20.47	Clerk to submit council response to the interim policy statement.	CLERK
20.48	Clerk to request further details from the developer for deferred decision at planning meeting on 13/7/20.	CLERK
20.49	Clerk to update website and issue the new meeting schedule.	CLERK
20.50	Clerk to prepare for reopening the Barn from 7 <sup>th</sup> September 2020, subject to government guidance allowing a full range of activities.	CLERK
20.51	Clerk to advise Youth Dream of the agreement and in conjunction with the staffing committee to draw up and sign an SLA to cover the agreement.	CLERK
20.52	Clerk to send the revised contract to Terra Firma and CDC for final signatures.	CLERK
20.53	Clerk to send the list of proposed property names to the developer.	CLERK
20.54	Clerk to arrange for installation of the 'dragons teeth' posts at Bracklesham Park to be completed asap.	CLERK