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Minutes of the **Hybrid Parish Council Meeting**
Monday 8th January 2024 at 7.00pm

Present:

Cllr Potter: Chairman, Cllr Moore: Vice Chairman, Cllr Bish, Cllr Lovejoy, Cllr Barnes, Cllr Raikes, Cllr Tynan.

Zoom attendee: The Clerk

In attendance: CDC – Cllr Henry Potter WSCC Jeremy Hunt
7 Members of the Public

1. Apologies

Cllr Howton

2. Declarations of interest

There were none

3. Minutes – to agree and sign the minutes of the 4th December 2023 meeting

The Minutes were proposed by Cllr Lovejoy, seconded by Cllr Barnes, and unanimously agreed to be a true and accurate record and were duly signed by the Chairman.

4. County Councillor, District Councillor and Chairman's report
Cllr Jeremy Hunt WSCC

This report was circulated prior to the meeting.
“Happy New Year to you all.

Due to the Christmas break I do not have a lot to report since the last PC meeting.

Highways - I note your Chairman's comments regarding the reoccurrence of the pothole in the Street and I will take this up with our officers, but I can confirm that it has been reported. As I reported at a previous meeting, since the spring of last year we have only been doing 'cut and sawn' repairs, which generally produces a much better quality job. There was also the work carried out by the Jet Patchers, which repair road surfaces much faster and efficiently. I believe that the Chairman has commented on how successful

this was in Redvins Lane. So up until early Autumn we were beginning to make inroads into repairing our roads. This was recognised by receiving positive comments from residents across the County.

Unfortunately, then along came the rain, which as you all well know, virtually hasn't stopped since then. This means that our roads have remained generally wet, and in places with larger puddles or floods, remaining in place since then. Also, as a lot of our rural roads are at or below adjacent field levels, the problem is exacerbated by the constant run-off of water from these sodden fields. Motorists generally - especially many lorry and van drivers - seem to think that driving through large puddles or floods at high speed is fun. Unfortunately, especially with large tyres, any small crack or defect in the road surface is impacted by what is known as hydraulic fracturing, leading to the eventual breaking up of the surface area. Unfortunately, however good a repair is, it will struggle to remain intact under such pressure. I can only assume that this is what has happened in The Street.

Boxgrove TRO Scheme - I can confirm that there is a meeting set up by our officer, Oliver King, on Thursday. I plan to attend that meeting.

Fallen Highways Sign - Redvins Lane. A resident contacted me over this sign after he had reported it three times and no action was taken, despite confirmation that it would be. I have now reported it again, so we shall have to see what happens this time. Unfortunately, due to other more pressing pressures on our highways at the present time, I suspect this will be treated as a low priority - but I will keep an eye on it.

Proposed Salt Barn on A259 - delighted to see that application has been withdrawn. We now await the application for the large logistics centre on Roman Road.

Strettington Cross-Roads - A site meeting was held on 18th December with Michael Bish (Parish Council), Mike Thomas (WSCC Area Highways Manager) and myself. After lengthy discussions it was decided that due to many factors there were really only three options:

- a) Leave as is.
- b) Make Strettington Lane a one-way street, from New Road to the small Industrial Park, and Waterbeach Road a one-way street from New Road to its junction with New Barn Hill. Both running one way away from New Road.
- c) Close both Strettington Lane and Waterbeach Road at the junction with New Road.

Michael Bish had felt that the only option that would be acceptable to the residents was the first one, leave as is. He appreciated that was far from ideal, but there seemed to be no other acceptable - or practically feasible - solution.

Cllr Bish added at this point that whilst they had been on site at least six motorists had ignored the NO ENTRY road sign and driven down the road ignoring the Highways group in the high viz vests. He said that any of the options that might have been feasible were not allowed by the “Manual for Streets”. Of the feasible options, making Strettington Lane and Waterbeach Road one way from New Road was fraught with danger as people turning into those roads would have to queue on New Road which was a fast and dangerous road.

Cllr Hunt said that the “temporary” speed restriction of 40mph had now been in place for 2 years along New Road and it had had a positive effect. Perhaps a community TRO could be put in place to make it permanent. He will enquire with Highways.

Action	Cllr Hunt
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Cllr Bish added that a further worry for residents of Strettington Lane would be when the new Rolls Royce factory is in operation that the increased number of staff would shortcut up through Strettington Lane because there will be queues at the exit and entrance to the factory along the main roads.

Windmill.

Cllr Hunt said that he had received updates today regarding the windmill. Some elements of the planning had taken longer than expected but they see the end of Summer 2024 as still realistic to replace the sails. New beams can now also be installed without damage to the fabric of the windmill. The right expert consultants were now on board and the project was moving forward.

Finally, Cllr Hunt reminded residents to keep an eye on the WSCC website, especially the news and campaigns page where residents can keep up to date with all the latest news.

<https://www.westsussex.gov.uk/about-the-council/news-and-campaigns/>

**Jeremy Hunt – West Sussex County Council Member for Chichester North
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Cllr Henry Potter Chairman

a) Cllr Potter began by wishing everyone in the Parish a Happy and Prosperous New Year. He said that another wish was for the weather to settle down back to some kind of normality! For the first time in his life in Boxgrove, he had witnessed considerable flooding in The Street close to Barn Elm and Priory Close, almost completely covering the road, but he added that the rain had been relentless.

b) Needless to say, the recent repairs to the road surface to the north in The Street were now equally as bad, so much so that somebody had sensibly placed a warning cone on it to indicate its bad state.

Cllr Potter said he couldn't understand how WSCC could allow this to carry on. A 'guesstimate' of the cost of wasted money on this area alone, would be in excess of £3K by now and what of the operatives employed by the Council? Returning time and time again to repeat the work, did

they not question their capabilities? Central Government was making more than £1 billion available to local Authorities to resurface roads but unless the existing surfaces were properly fixed those monies would just be wasted. And as for the reaction of WSCC Highways to the report of the 'in danger of collapsing' drain in the Street close by Priory Close - it had been inspected and barriers had been erected, which were unlit at night, and no prior warning of this obstruction had been given from either direction, to prevent vehicles driving over it, and twice to Cllr Potter's knowledge it had been crashed into by passing traffic!

- c) The Christmas tree had been collected once again from Runcton Farm Shop and once out of the netting sheath had proven to be a nicely shaped tree indeed. Cllr Potter thanked Geoff Ryder for his help in standing it in front of the Alms Houses once again, and those kind folk who stepped forward with decorations. Unfortunately, the solar powered lights which had been used for the past two years had failed to function so a simpler battery powered set had been purchased for the 'exorbitant' price of £4.99 - and what good value they had turned out to be!
- d) Cllr Potter reported that it had been with great delight he had received the Agenda for the January 10th CDC Planning Meeting and seen that the proposal to build the A27 support depot including the salt storage 'barn' had been recommended for refusal, only to learn a day later that National Highways had withdrawn the application. It had been noted, by one member of this community, the huge number of hours which had been spent by CDC Planning Officers in compiling the very comprehensive report to the Committee to support their recommendation to refuse the application. Cllr Potter felt that the fees for such Major applications were insufficient to cover the true costs.
- e) On another planning application Cllr Potter had been pleased that the approval had been given for the replacement of Keeper's Cottage, particularly as the route to and from the site for all heavy traffic would have to avoid using Tinwood Lane to the detriment of the road surface and the amenity of Tinwood's now very successful vineyard. This had been included as a condition requested by the Parish Council. The plant, machinery and all arisings and new imported materials would be by way of the old original haul road due south onto the A27. This road had been extensively used during the salad crop production in the last century.
- f) Cllr Potter reported that the Car Park hedge had been finally tended to just before Christmas, a little later than scheduled, but to an equally high standard as previously.
- g) Cllr Potter had nothing to report regarding Crockerhill; none of the Authorities had reacted positively to the Council's complaints, but his regular visits indicated that nothing had changed, which was very disappointing to say the least.
- h) Finally, Cllr Potter reported that a telephone conversation between Ms. Viv Mills and Nick Bennett the CDC Chief Solicitor and Monitoring Officer regarding the plans in motion for a Parish Emergency Plan, had confirmed that what had been achieved so far was perfectly in order and would not be subject to GDPR regulations. Cllr Potter said that the Council must continue the work and get the Plan written up.

End of Report.

Cllr Henry Potter CDC

- a) Cllr Potter reported that the recent reaction by National Highways with regard to the traffic impact of development in the south of the District on the A27 had at least allowed further progress towards submission for inspection by the Planning Inspectorate of the CDC Local Plan. He said that this was most welcome news.
- b) The recommendation by the Cabinet on January 9th to full Council to increase Car Parking charges by 6.7% in line with a ONS September '23 inflation figure (which was now known to have fallen dramatically), was considerably less welcome. Also, charging had been recommended on Sundays at the Council owned Rural Car Parks. Cllr Potter thought that with the current climate in local High Streets, this was a bad proposal. On his fairly frequent visits to East Pallant House, the Car Park was now so underused that increased charges would cause yet more folk to boycott the City. Also in the proposal was to extend the chargeable period from 6 pm til 8 pm in the evenings in Council-owned car parks! Again, this would be a hit against the night time economy. The debate of these measures would be interesting at the Council Meeting as many of the current Members were very 'green', and would like to see everybody riding bicycles and instead build houses on car parks. Quite how a 70 year old would manage their shopping bags on a bike was beyond the comprehension of Cllr Potter.
- c) At the next meeting, on 16th January, of the Overview and Scrutiny Committee the attendance of Katy Bourne the Sussex Police and Crime Commissioner was promised in order to answer questions about her Police Force. Many had been tendered in advance but Cllr Potter hoped that there would be ample time to question her with impromptu questions. It was a fact, but everyone would like to know 'where were our Policemen??'. Cyber crime was said to occupy 30% of Police resources but Cllr Potter felt that there should be sufficient Officers for a presence on local streets.
- d) On a local note, Cllr Potter had been notified of a Preliminary Consultation for a Planning Application to create a commercial solar energy battery storage on Boxgrove Common. Precisely where it was to go was not clear, except the OS co-ordinates indicate the recently reclaimed quarry site which Cllr Potter recalled was intended for extensive tree planting? A meeting between the applicants and CDC Planning Officers was scheduled for 26th January and Cllr Potter had requested to attend. Because it is a Prelim consultation application it does not yet appear on the planning portal.

End of Report

Mr Leah said that he had looked at the coordinates and couldn't find the location either – could Cllr Potter as for the exact location of the site beforehand.

5. Public Question Time from residents (Standing Orders 3d – 3l)

A resident asked that a sign post be erected at the top of the Street near the high path to indicate to walkers that there is a path, and they don't have to walk down the middle of the road which is dangerous.

Cllr Potter will find out the cost of a sign from Supersigns which could be fixed onto the now redundant pole at the top of the Street.

Action

Cllr Potter

UNTABLED NEW URGENT ITEM TO BE CONSIDERED (introduced by Chairman).

5a. Comments in response to Tangmere to Chichester Cycle route consultation

Paul Addison had drafted a detailed response to this consultation which had been circulated to Councillors. The consultation has recently closed but it was proposed that the letter be adopted, and sent with all haste to WSCC. Proposed by Cllr Potter, and unanimously **AGREED**.

Action

Clerk

6. Strettington Crossroads update

Already covered in Cllr Hunt's report above.

7. Boulodrome update

During the break Cllr Lovejoy had been at a meeting where he had met CDC Tracie Bangert. He had discussed the Boulodrome project with her and possible funding. He had then tried to contact Stuart Floyd to discuss this with him but had been unable to reach him. On return from her leave the clerk had received an email from Mr Floyd to say that all the funding had been sourced and that the project would go ahead for June 2024. The clerk is awaiting further details, but the donations/grants will have to be paid into the Council account in order for the bills to be paid by the council.

8. Crockerhill

Cllr Potter had visited several times and put the agenda on the Noticeboard, and apart from the coaches on the road to the A27 it was tidier.

Mr Martin Herbert is still a director of the company and has not resigned as he said. The accounts for the company have not been filed and are now 3 months late. The extremely aggressive man who threatened residents has left the company.

(Amended comment before signature: Windows of vehicles belonging to the company had been smashed (the pickup truck was then left on the road for a week afterwards). For a few days there were 5 vehicles on the highway in front of residents' houses.

It was asked who held the lease of this property? They were making money from the distress and suffering of the residents.

Vehicles of over 7.5t which shouldn't be parked on the highway are still being parked on the highway.

Wrecked cars and oil from working on vehicles are being dumped. It was asked why CDC Environment team did not ask for the register of oil disposal? This company has broken all the rules, but nobody is taking responsibility for dealing with these breaches.

(Cllr Hunt left the meeting at 7.36pm).

9. Boxgrove Neighbourhood Plan Update

The group is now working on the details of the short-listed sites and when that work is complete, they will send to the Parish Council for review. The intention is to interview the owners of the short-listed sites and to see whether the sites are valid and achievable; if so, they will be part of the public presentation on the 27th April.

The Salt Barn depot application has been withdrawn. An example of how if people don't want something, they should object.

Mr Leah also drew the meeting's attention to the incident of the excessive noise produced by the machines grinding the wood for the biomass project on 12th December which had been mentioned on the Community page. He said that it was curious that the application had not mentioned operating plans. It had said that the "noise and light will be transitory and of no concern" but the noise before Christmas had been horrendous. He said that it would be nice to have reassurance from Goodwood that it won't happen again. He asked the Council to write to Goodwood identifying the incident and requesting them to use white noise bleepers and not the standard ones.

Action

Clerk

POST MEETING ADDITION TO MINUTES: Mr Leah had notified the clerk to say that the incorrect planning application had been referred to and that in fact there are noise and working hours' conditions in place.

10. Planning applications to be decided

Planning number	Address	Detail	Comment
BX/23/01331/FUL	Ounces Barn Halnaker	Change of use of equestrian livery/supporting office and restroom to domestic living area as an extension to the existing primary dwelling. Proposed conversion of existing domestic garages to office/bedroom 3 and provision of new domestic garages to replace. All to become a dwelling to support multi-generational living under single ownership	No Objection

Delegated planning decisions to be noted:

Planning number	Address	Detail	Closing Date
BX/23/01217/FU	Keepers Cottage Tinwood Lane Eartham Chichester West Sussex PO18 0NF	Replacement dwelling with swimming pool	PERM(T)

Cllr Potter mentioned here the great work that had been carried out by Viv Mills on gathering information from residents in Priors Acre that will be helpful for the emergency plan. She has a qualified tree surgeon who is handy with a chain saw if needs be, someone willing to use is 4x drive and a qualified first aider and many who would be keen to volunteer in an emergency. It is a great foundation to the plan. Cllr Potter asked for 3 volunteers to draw up the basis of the plan and circulate. Cllrs Potter, Moore, and Barnes to work on the plan the idea of which is to coordinate a reaction to an emergency before the emergency services can take over. Anyone engaged on work for the Parish Council would normally be covered by the Parish Council insurance, but the clerk will clarify if there are any exceptions.

11. Clerk’s report

i. Correspondence received:

From	Concerning	Action
CDC	All Parishes meeting will be on 19 th February, and they are asking for topics for the agenda.	Cllrs who wish to attend to notify clerk. Clerk to check if in person or on zoom

ii. Payments for Consideration – the payments were proposed by Cllr Potter, seconded by Cllr Moore and unanimously **RESOLVED**. The clerk has still not received bill for the Christmas tree. Cllr Potter to chase.

iii. Bank reconciliation - circulated.

12. Boxgrove Rangers Report

The rangers have replaced the glass in the new bus stop, but it has been too wet to achieve anything else.

Mr Dipple questioned the housekeeping of NH who have not removed all their signage after works. There is one outside St Hughs, and about 12 cones and still some items at Temple Bar.

Mr Dipple asked the clerk to write to CDC requesting information about the annual litter pick alongside the A27 prior to the verges being cut. Cllr Potter asked the clerk to copy Kevin Bacon at Westhampnett waste and recycling centre into the correspondence.

Action	Clerk
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13. Agenda items for the next meeting

14. Date of next meeting

The next meeting will be on Monday February 5th at 7pm.

There being no further business to discuss the meeting closed at 8.08pm

Signed: _____
Henry Potter - Chairman

Date: _____

Boxgrove Parish Council Financial Statement
Meeting January 8th 2024

Balances on accounts 79158.74
79158.74

Received since last meeting

total **0.00**

Paid since last meeting

boxgrove priory	grant	700.00
signquick	np banner	42
ico	data protection	35.00
pwlb	loan repayment	3393.19
cdc	election costs	276.5
I Whitaker	salary	804.46
nest	pension	58.66
rj dixon	grass cutting	225
adc printing	np survey	54
		5588.81

Payments for consideration

I whitaker	salary	804.46
nest	pension	58.66
hmrc	contributions	33.12
keith goacher	hedge cutting	420
ProcessMatters2	np	1100
I whitaker	council running costs	230.34
		2646.58

Bank reconciliation January 8th 2024

Bank accounts as of January 8th 2024

current account		79158.74
	total	79158.74
opening balance 1st April 2023		65834.09
add receipts in the year		62395.75
less payments in the year		49071.1
	Balance	79158.74
less		
reserve @ 50% of annual precept of £40256		20128
	Total	20128
less ring-fenced funds		
neighbourhood plan designated reserve		2168.25
neighbourhood plan grant		6320
cricket pavilion extension designated reserve		13059.83
traffic calming designated reserve		0
capital replacement fund		861.30
CIL		12143.07
Boulodrome		5000
Trees		2000
Resilience		1000
Contingency		835.15
	Total	43387.6
total available funds	Total	15643.14
(less ring fenced and reserve)		