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Minutes of the **Parish Council Meeting**
Monday 4th November 2024 at 7.00pm

Present:

Cllr H Potter Chair, Cllr Tynan, Cllr Barnes, Cllr Bish, Cllr Raikes, Cllr Howton, Cllr Lovejoy.

In attendance: The Clerk - Zoom

CDC – Cllr Henry Potter, WSCC - Cllr Jeremy Hunt 6 Members of the public

1. Apologies

Cllr Julian Moore

2. Declarations of interest

There were none

3. Minutes – to agree and sign the minutes of Monday October 7th 2024

The Minutes were proposed by Cllr Bish, seconded by Cllr Howton and unanimously agreed to be a true and accurate record. They were duly signed by the Chair.

4. Co-option of Councillor

Cate Matters was proposed by Cllr Tynan, and unanimously **CO-OPTED** to join the council.

Cllr Matters signed the Acceptance of Office form and took her place at the table.

5. County Councillor, District Councillor and Chairman's report

i. Cllr Jeremy Hunt WSCC

Council Budget and Priorities.

West Sussex County Council wants to hear residents' views about its budget and priorities and how it spends taxpayers' money as it works to close a budget gap of up to £38.5m for the coming year (2025-2026). The county council reported in July that it was facing a budget gap of £60m in 2025-2026. This figure has now reduced, and projections show the figure could be brought down further to £8.2m if a decision is made to increase council tax.

The county council provides around 80% of local government services to more than 900,900 people and touches the lives of every resident and business in West Sussex, as well as tens of thousands of visitors. Services provided by the county council include adults' and children's social care, education, public health, fire and rescue, roads, libraries, trading standards, economic development, and waste disposal and recycling.

However, the demand for these services costs more than the funding available, which includes council tax paid by residents. Despite these challenges, WWCC remains committed to delivering services that support its communities and vulnerable people, but WSCC will face tough decisions if levels of funding are not addressed nationally. WSCC is continuing to feel the pressure of increased demand on its services and the increasing complex needs of the residents in its care. WSCC is also working hard on transformation programmes that will make the council more efficient including Children's and Adults' Services improvement programmes, Smarter Working, a new Digital Strategy, and increased Highways funding.

Residents' input is vital to the budget process, and the council wants to hear whether people think it is spending the right amount on services and what approach they think WSCC should take to balance its budget.

The breadth of the services provided by the county council is vast. Residents may have come into contact with the county council if they have ever:

- driven or cycled on the roads
- needed social care as an adult or child
- visited a Recycling Centre
- needed foster care
- suffered domestic abuse
- wanted help to start up a business
- read a book from the library
- been a school pupil or have children of school age
- registered a birth or death
- enjoyed a walk along a countryside footpath
- needed the support of the Fire and Rescue Service

People are encouraged to find out more about the consultation by visiting: www.westsussex.gov.uk/budget. An Easy Read version of the consultation is also available. Anyone without access to the internet can visit a library or family hub to complete the consultation. For anyone needing further support completing an online form, help can be arranged from a digital volunteer. Alternatively, people can request a printed version is sent to them, with a freepost return envelope, by calling 01243 777 100.

The consultation closes at 11.55pm on Sunday 15 December and all comments will be considered as part of the budget setting process for 2025/26.

Residents can find out more about what the county council does and the services it provides in its Annual Report for 2023/24 at www.westsussex.gov.uk/AnnualReport

Highlights for 2023/24 include:

- 11,211 people received long-term adult social care support
- 5,335 people visited by our fire service to improve their fire safety
- 4,616 local businesses supported to start, revive, innovate, and grow
- 540+ road, footpath, drainage and transport improvement schemes delivered
- 7.89m uses of our libraries' digital and virtual services
- 94% of pupils attend a West Sussex school rated 'outstanding' or 'good'

- 2m+ visits booked to a Recycling Centre via our online booking system since it was introduced
- 115,276m² of operational property, reduced by 3.5% from previous year
- 7 libraries, 6 fire stations, 1 day centre renovated to reduce their carbon footprint
- 10.5km of new cycle infrastructure. Almost 40,000 safety related defects on highways across West Sussex have been repaired in the last six months as the county council retains its commitment to better roads.

Better Roads Campaign. This year the council invested an extra £13 million to actively tackle the problem of its deteriorating roads and keep the county moving. This was in addition to the base budget for the year of £42.8 million, plus £2.1 million received from the Department for Transport's Road Resurfacing Fund. And its investment is paying off. Between April and September this year, the Highways Team worked hard on surface treatments and patching and repairing safety defects across the network. This includes completing:

- More than 95% of pothole repairs – around 18,000 were completed using the 'sidesawn and sealed' method
- 9,600 pothole repairs covering approximately 10,500sqm using the velocity jet patchers
- 23,625 sqm worth of small and medium scale patching across 299 jobs
- 4.2 miles (6.9Km) of large-scale carriageway patching
- 116 miles (187Km) of surfacing treatments

To help keep the roads open, WSCC maintained its efforts to ensure the repair techniques it uses are long-lasting and cost effective. As part of this, WSCC has completed 3,000 sqm of durable, highly waterproof repairs during a three-month trial of using mastic asphalt to repair potholes on stretches of road that undergo the most stress, such as junctions.

Over the last six months the highways teams have clearly demonstrated their ongoing commitment to better roads, improving highways and keeping the network open for all users. This work underscores the priority in Our Council Plan for a sustainable and prosperous economy for West Sussex. West Sussex has one of the most extensive highways networks to monitor and maintain, with over 2,500 miles, or around 4,000km, of roads. This is roughly the same as driving from Chichester to Rome and back. WSCC has also had two consecutive winters with extreme weather, from low temperatures to record rainfall, that has disrupted and damaged the roads.

This year, WSCC is investing a further £4.5million into its winter resilience programme - meaning currently WSCC is carrying out additional works ahead of the winter. Ahead of the coming winter months, WSCC is increasing work to clear drainage systems and ensure water can run off the roads as effectively as possible should there be more heavy rain, providing extra resources to clear more gullies, ditches and areas where leaves build up. So far this year, WSCC has also carried out more than 43,000 drainage gully cleanses, brought in extra CCTV resource to monitor and identify issues, and provided an additional jetting unit to clear flooded areas and get them moving as soon as possible. West Sussex County Council's Highways Team will continue this work over the coming months and is calling on road users to them keep the network open by continuing to report any issues you encounter using its [online reporting tool](#). You can also keep up to date with the work the council is doing to improve the condition of the roads on its [Better Roads campaign page](#).

Local Issues:

Boxgrove 20mph TRO Scheme. Cllr Hunt was pleased to say that the scheme was scheduled to be implemented later this week or early next.

Finally, Cllr Hunts asked all residents to keep an eye on their 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/>

Cllr Hunt also reminded everyone that all WSCC's public meetings were webcast live and were also archived, so residents can always view them later.

<https://www.westsussex.gov.uk/about-the-council/how-the-council-works/watch-county-council-and-committee-meetings-online/>

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End of report

ii. **Cllr Henry Potter Chair's report**

- a) Following yet another collision accident at the junction of New Road and the A285 on Thursday last week 31st October 24, Cllr Potter had written to Cllr Paul Marshall, the Leader of WSCC. Cllr Potter said that he was tired of seeing various reports of failings in WSCC responses, so he had thought it appropriate to "go to the top". Firstly, he mentioned the accident and others which had occurred there, reflecting on the one involving Cllr Potter's wife in 2013 and the observation that the triangular warning sign of the 'T' junction was ONLY about ten metres back from the Stop line. An earlier warning at least 100 metres back SHOULD be introduced and a suitable reflective board installed in the hedgerow facing motorists as they approached the junction. Fortunately, nobody had suffered too badly on this most recent occasion.
- b) Cllr Potter also called to Mr Marshall's attention the blocked drains at the junction of The Street, Crouch Cross Lane and Church Lane. This issue had been reported a couple of months ago, after attempts had been made to clear the silt and weed growth in the gullies but there had been no response, until Thursday EVENING 31st Oct at around 8pm. Cllr Potter reflected that it was an odd time of day, but it had probably been regarded as less dangerous with less traffic, and fewer people leaving a Church Service. Cllr Potter had noted a gully 'Jetting Machine' attending to the blockages and these were now as far as one could see, clear. The next heavy downpour of rain would show if this had been totally successful. Cllr Potter has since written to Paul Marshall confirming that this had been undertaken.
- c) Cllr Potter reported that three weeks ago, after a TRO Notice that The Street would be closed to ALL traffic whilst the foliage overhanging that part of the road approaching the A27 (Tangmere) roundabout would be dealt with, all that was achieved was to clear around the two street lights and a couple of road signs. This had left this particular area just as 'gloomy' as ever! This was

hardly what had been expected. It was early days yet, but Cllr Potter awaited a response from Cllr. Marshall.

- d) Cllr Potter reported that sadly, some clown in a motor vehicle, had left The Street and demolished one of the 'Glasdon' bollards at the pedestrian crossing at the north end of the Car Park. Enquiries had been made through associates of WSCC to try and obtain a replacement bollard. Cllr Potter was not exactly sure if this was something that the Boxgrove Rangers could carry out – to be confirmed.
- e) The application for a “Battery Energy Storage System” to be located on Boxgrove Common was now live, and there were a good number of objection letters showing on the CDC Planning portal. The parish council had commissioned a response to the extant planning condition regarding the restoration of the filled quarry. Currently WSCC who initiated the condition appeared to be unconcerned by the application. Reading the number of complaints, this application will certainly go before the Planning Committee.
- f) A local resident and I, (the resident representing the PC, and Cllr Potter as the CDC representative), had attended the recent Goodwood Motor Circuit Consultative Committee meeting at the Motor Circuit and it had been a very comprehensive Agenda, highlighting what was going on and plans for the future. The resident had written a very thorough summary of the meeting, but one thing Cllr Potter had been particularly pleased about, was the Budget Goodwood had provided to address the sorry state of the various flint walls of which there were about 6 miles. Work was already underway on New Barn Hill, (the correct name for the road between New Road, Westerton and Pilleygreen Lodges), and the tops of the wall were being repaired and new coping was being laid to prevent the ingress of rainwater, and the damaging Ivy was being removed. Eventually we had been advised that the fallen section opposite Molcombe Stud would be rebuilt. Also, the fallen wall in Halnaker Park would feature in the refurbishment programme. This had been good news after such a long period of neglect. Cllr Potter also reported the quite substantial crack in the corner of the flint wall surrounding the Allotments at Halnaker.
- g) Not minuted was the issue of the emissions reported from the chimney of the bio-mass CHP facility at Redvins Barns. Cllr Potter had originally been told that it was caused by the ‘purging’ of deposits in the chimney but in fact the new Management Company, Aalborg Energie Technik s/a, had been experimenting with the burning of damp straw. Initially this had been ruled out and only chipped wood had been burnt so it appeared that they may be able to revert to the original plan to burn 50% straw and wood chip. In explaining this to me, Sam Medcraft had added that the huge HGVs witnessed of late delivering wood chip should be a thing of the past. Cllr Potter thanked everyone for reading the report.

End of report.

iii. **Cllr Henry Potter District Councillor report**

- a) The government budget of 31st October 24 had raised possible problems for the Council with the introduction of an increase in the Employers’

contribution towards employee National Insurance contributions. Unless this increase were waived for Local Authorities, which was unlikely, this increase would cost CDC in the region of £500,000 per annum. If the liability for Council Officers, office staff, Street cleaners, refuse collectors, parking staff, parks attendants were considered, then £1 to 2 million was nearer the mark. Everyone must prepare for increases in Council precepts. Magnify this by WSCC and Sussex Police any increase would be considerable. There were circa 373 Local Authorities in England, Scotland, Wales and N Ireland so any relief would cost the Government around £20 million which is why Cllr Potter feared that relief from this increase would be unlikely.

- b) Concerning the matter of the Southern Gateway redevelopment Scheme, Cllr Potter had reported that there had been no dialogue between Stagecoach and WSCC who were spearheading the 'Active Travel' Schemes. In fact, there had been consultation between them which included the CDC Director of Growth and Place. Cllr Potter offered his apologies. However, at the Cabinet Meeting on 05/11 a public question had been tabled suggesting 'how wrong it was to divert bus passengers onto a busy road adjacent to the Avenue de Chartres multi story car park'. The response by the Leader of the Council had been that 'the vision of a Transport Hub in this location would be close to a railway station, bus stops, toilets, EV charging points???, bicycle racks, cafes and of course car parking. How all of these facilities would be accommodated within this Southern Gateway area remained to be seen. Always in mind was to have improved pedestrian routes towards the City centre which, considering the ageing population of Chichester, shouldn't feature high in priorities. However, further assessments of the Scheme would proceed using monies from the Local Enterprise Partnership which was secured to support the Southern Gateway Proposals. This had initially been £5 million but it was gradually being used. Following a request from Councillors, the Cabinet would receive and note a 5 year Resource Monitor Update. Concerns had been recorded about the high levels of funding for various projects which resulted in this request. At the end of October funding approvals had amounted to £4.46 million but tomorrow, 05/11 Cabinet would be asked to agree further funding of £8.228 million! This would include £0.25 million for the purchase of a replacement Refuse collection and a Green Waste collection vehicle. £8 million would be set aside for refurbishment and investment in the Councils' Leisure Centres. The contract with 'Everyone Active', who currently managed the three Leisure Centres, would expire in 2026, after 10 years, and preparations were being considered for the re-tendering process. These Centres clearly needed reinvestment.
- End of report.

6. Public Question Time from residents (Standing orders 3d – 3l)

There were no questions

7. Crockerhill - update

- Records are now being kept on a daily basis, and there is photographic evidence of oil going into the drains.

- The exact requirements for oil disposal and records were discussed. Oil going into a watercourse would be illegal as the business would be polluting the environment.

8. Boxgrove Neighbourhood Plan update

Housing at Rohan Stables Halnaker

This site for 26 dwellings has been approved by Chichester District Council. This is now presumably going through the legal process between CDC and the developer. It is not yet known when the site construction will commence.

The 'Folly' Housing Development A285 Halnaker

The team have again met with the developer, however as CDC has not yet responded to their pre-application little further information was available.

They are continuing to finalise their application and generally the team are satisfied with the way the scheme is developing. As agreed by the PC we will expect to include this scheme in our NP.

Contested Housing Allocation

Our submission to the Chichester Local Plan consultation has been submitted to the hearings contesting our allocation of 50 dwellings.

State of readiness of our Revised Neighbourhood Plan

Our draft NP is nearing completion, and we expect to be able to submit it for the next stage of consultation before the end of the year.

We are planning for **another Open Consultation meeting to be held at the Boxgrove Village Hat II on Saturday 18 January 2025.**

This will be an opportunity for residents to have their say about the content and policies in our revised NP as well as the proposed housing developments.

Any further Neighbourhood Plan information will be provided by posters and our normal website etc.

David Leah

Chair of Boxgrove Neighbourhood Plan Team

4 November 2024

<https://boxgroveparishcouncil.gov.uk/neighbourhood-plan/our-neighbourhood-plan/>

9. Boxgrove Water Fountain – update

It had been agreed at the last meeting which fountain to buy and that CIL monies would be used for the purchase. It was agreed to ask for two quotes for the cost of installation from AD Broughton (hall plumbers) and Mark Peters – local plumber. The hall trustees will need to agree the location of the fountain at their next meeting.

Action

Clerk

10. Local Government Services Pay Agreement 2024 – 25. Motion to accept.

The LGS had agreed an increase which would equate to £17.82 per week for the Boxgrove Clerk. Cllr Potter proposed the motion, and it was unanimously

RESOLVED.

11. Boxgrove Parish Council Budget: to agree precept for 2025 – 26

The draft budget had been circulated prior to the meeting.

A request for an increase in contribution to the churchyard grant had been received from St Mary and St Blaise church. The council agreed to increase the sum by £100 p/and this was entered on the budget.

The council agreed to set the precept at £50576 which would mean an increase of 0.42p per week for a Tax Band D property.

To be finally voted on at December meeting after receiving the tax base from CDC

12. Planning Applications to be decided

Planning number	Address	Detail	Closing Date
WSCC/001/24	Boxgrove Quarry	Amendment of conditions to allow extension of time for restoration of quarry with inert material to 31 December 2021; and reconfiguration of approved restoration scheme (Application under s.73 to Variation of Condition No. 2 of Planning Permission WSCC/025/20 to alter the approved restoration planting plan).	Strongly Object
BX/24/02040/FUL - Lge Scale Maj Dev	Boxgrove Common Tinwood Lane	Temporary planning permission for a period of 40 years for the erection of an Energy Storage System (ESS), together with associated infrastructure, site levelling works, site access, landscaping and ancillary works.	Objection to be submitted before 8 th Nov.
BX/24/01985/PLD - Other Dev - Certs of Lawful Development	Deepdale, Priors Acre	Construction of porch to front elevation; installation of rooflights to side/rear roofslopes.	No comment
BX/24/02070/FUL	Anglesey Arms	Remedial repair and fit out internally to provide toilet facilities to existing garage outbuilding.	No Comment
	Industrial Units proposed for Temple Bar. No planning application as yet.	Updated drawing has been issued reducing size and number of units but with exit on Stane Street.	It was agreed to invite the developers to have display boards at the Neighbourhood Plan meeting on 18 th January 2025

Delegated decisions to be noted: None

Planning number	Address	Detail	Closing Date
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13. Clerk's report

i. Correspondence received

- Clerk had attended Highways Winter preparedness briefing – interesting and informative and will circulate to Councillors
- Received a mail from an enthusiast for W Sussex finger posts. There are two in Boxgrove one of which requires some restoration work. Not to be undertaken at this time (very expensive).
- Govt consultation on remote meetings and proxy voting – clerk to complete for councillors and will circulate for those who wish to complete themselves

- Request from John Dixon who mows the PROW for a walk-around as many of the paths have become impassible.

Action:	Clerk/Cllr Potter
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- Oving Neighbourhood Plan had been received – no comments to be made
- Sussex Resilience Forum consultation will be circulated after the Boxgrove Plan has been issued to residents to avoid confusion.

ii. **Payments for Consideration**

With the addition of £240 for RJ Dixon, Cllr Potter proposed the payments for consideration. These were unanimously **RESOLVED**.

iii. **Bank reconciliation – circulated**

14. Boxgrove Rangers Report

Mr Dipple said that the fallen leaves in the playground were knee deep and would need several people to help clear it and would create many sacks of leaves. Cllr Tynan proposed creating a community garden waste compost heap on the recreation ground. This was agreed to be a good idea and Mr Dipple will draw something up.

Cllr Potter will post on the Community page a request for volunteers to help clear the playground.

Action	Mr Dipple/Cllr Potter
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15. Agenda Items for next meeting

The next meeting will have a presentation and question session from Southern Water concerning the sewage overflow in The Street and the connections from new developments coming forward in Halnaker.

16. Date of next meeting

The next meeting will be on Monday December 2nd 2024.

Signed: _____ Dated: _____
Cllr Henry Potter - Chairman

Boxgrove Parish Council Financial Statement

Meeting November 4th 2024

Balances on accounts £96,135.37

£96,135.37

Received since last meeting

Birhdam PC telephone contribution £35.97

Birhdam PC SLCC contribution £114.50

total **£150.47**

Paid since last meeting

I Whitaker clerk's salary 804.46

HMRC contributions 33.12

NEST pension 58.66

I Whitaker Council running costs 257.63

processmatters2 DPO fee 160

processmatters2	nppf/np reports	550
processmatters2	design code	1156
slcc	sub	229
Boxgrove Church	donation to cemetry	700
boxgrove cricket club	Hire of ground tangmere	100
pwlb	repayment loan	3393.19

£7,442.06

Payments for consideration

I Whitaker	clerk's salary	804.46
nest	pension	58.66
ICO	subscription	35

£898.12

Bank reconciliation November 4th 2024

Bank accounts as of October 30th 2024

current account		£96,135.37
	total	£96,135.37
opening balance 1st April 2024		£71,244.62
add receipts in the year		£55,615.93
less payments in the year		£34,118.37
	Balance	£92,742.18
less		
reserve @ 50% of annual precept of £44066		
	Total	£22,033.00

less ring-fenced funds		
neighbourhood plan designated reserve		£2,168.25
neighbourhood plan grant		£4,130.00
cricket pavilion extension designated reserve		£13,059.83
capital replacement fund		£1,000.00
CIL		£9,814.99
Boulodrome		£5,000.00
Trees		£3,000.00
Resilience		£2,000.00
Contingency		£1,500.00
Car park fund		£1,500.00
	Total	£43,173.07
total available funds	Total	£27,536.11
(less ring fenced and reserve)		
Outstanding Loan for Village Hall		£58,012.37