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Minutes of the **Parish Council Meeting**
Monday 2nd December 2024 at 7.00pm

Present:

Cllr H Potter Chair, Cllr J Moore Vice Chair, Cllr Tynan, Cllr Matters
Cllr Barnes Cllr Bish, Cllr Howton, Cllr Lovejoy

In attendance: The Clerk - zoom CDC – Cllr Henry Potter
WSSC: Cllr Jeremy Hunt - zoom 9 Members of the Public

1. Apologies

Cllr Raikes – apologies accepted

2. Declarations of interest

Cllr Lovejoy for planning application 24/02390/LBC

3. Minutes – to agree and sign the minutes of 4th November 2024

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

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

i. Cllr Jeremy Hunt WSSC

- a) Cllr Hunt reported that the planning application for the quarry restoration scheme would now go to planning committee for determination. There is no date as yet.
- b) A resident from Strettington had applied for a Community TRO to block the end of Strettington Lane. She says that the dustbin lorries turn around in the lane. Cllr Hunt said that to do this they must be using a resident's drive but WSSC cannot authorise the public to do this. The resident did not contact the Parish Council. It was agreed to see what came out of the TRO and then another meeting could be held.
- c) Two roosting bats were discovered at the Windmill in early November and scuppered the planned works. This adds layers of complexity to the programme as permission would be needed.
- d) Cllr Hunt said that it seemed that the 20mph TRO was working well and agreed that it should be monitored for several months.
- e) Cllr Hunt apologised for the over-zealous removals of the posts at the windmill car park. Cllr Potter would see if they can be recovered.
- f) Finally, Cllr Hunt wished everyone a very Happy Christmas.

Cllr Potter asked Cllr Hunt what the impact of the National Insurance Contributions increase and the lowering of the payment threshold would be on WSCC. Cllr Hunt said that it would cost WSCC £6 million and they were estimating that they would be repaid 50% of this sum. The figures would not be known before the Local Government Finance Settlement is announced which would be on 17th December 2024. He said that an added problem would be what it would cost providers – adult social care, for example, including the residential and domiciliary care. He would check whether the Fire Service were included in the calculation.

Action

Cllr Hunt

End of report

ii. **Cllr Henry Potter CDC**

- a) Cllr Potter reported that it was with some relief that the Secretary of State's Inspectorate concluded the 'open' public examination of the District Local Plan, and early indications were that it was progressing well. The key areas of concern were the Transport networks and the Waste Water Treatment plans for the future, both of which worsened as each day went by. Interestingly, last week an Inspector had dismissed an Appeal against the Council's refusal to build a large development in the Witterings, due to the threat of flooding and overloaded sewage schemes. He hoped that a few more of these sensible decisions would be seen.
- b) The decision to set aside £8 million for improvements and refurbishments to the District's three leisure centres was endorsed by a Full Council Meeting. This in preparation for any works that would be required when the new tendering process took place next year for post 2026 operations and contracts would be agreed.
- c) Following on from Cllr Potter's comment regarding the Government's recent budget, there was no forthcoming statement that this increase in employers' contributions would be relieved for Local Authorities. The £500,000 for CDC, plus about £650 for each Parish Council would be significant. With the added cost to WSCC, whose liabilities far exceeded any others, Cllr Potter saw this as an indirect taxation on the ordinary resident. He said that the 5% cap on increases to authority precepts was to be waived in certain situations, i.e. near bankrupt Councils, so the flood gates would burst open. Even the Local Government Association, in their latest monthly magazine, doubted that Ms Reeves MP would change anything, although they were expected to clarify this in the coming weeks.
- d) The Cabinet met on Tuesday 3rd December. One item to be agreed and accepted was the Council's Tax base for the coming year 25/26. The tax base for Boxgrove Parish was set at 492.1 (not 469.5 as shown), not that Cllr Potter felt that that made much difference.
- e) At a recent meeting of the Development Plan and Infrastructure Panel it had been agreed to support and adopt an initiative by "Partnership for South Hampshire." This initiative was introduced in April 2018 and was a Bird Aware Strategy which could be used in determining Planning Applications. The purpose of the strategy was to mitigate the impact on the habitats and nesting regions of local shore resident and migrant birdlife, by recreational visitors to these areas which had been proven to be the main cause of disturbance. To fund the monitoring of these areas it was proposed to implement yet another levy on developments which could have

an impact on these nesting / foraging sites. Cllr Potter's reaction to this proposal was that it should extend to inland areas as well as the foreshores. The increase in recreational visitors to the general countryside had been alarming over recent years and would be having an impact on nesting sites inland. What was good for terns should be good enough for partridges as well.

Henry Potter, CDC Member for the Goodwood Ward.

End of report.

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

- a) Cllr Potter began by saying that he believed the introduction of the 20mph speed limit to The Street had been better than a partial success. Observations and comments from residents were pleasing but with all legislation there were always those who 'didn't give a damn.' Extra signage had been suggested and this could improve things even further. The presence of Speedwatch monitors would also help. The recent experience of the closure of the A27, due to a serious loss of life accident towards Fontwell, saw excessive amounts of impatient motorists diverted through The Street during the lengthy closure.
- b) Again, the latest accident at the Strettington crossroads had heightened the concern of local residents so much so that it was they who had applied to WSCC for a Highways Safety audit / measures for this Blackspot, which is what it had become! The revelation that CDC Refuse trucks no longer crossed this junction but turned around and 'went around the block' to complete collections rather than risk crossing New Road, showed that there was now NO REASON not to close off both Strettington Lane and Waterbeach Road permanently to motorised traffic.
- c) The report on the Children's Play Area was pleasing, in as much that there was no urgent need for much remedial work. The major defect was the annual hazard of the fallen leaves throughout the area. Thanks to Jim McDonald with help from Cllr Potter and Jim's leaf blower this was remedied in less than 2 hours and a compost heap created (though this now needs fencing), and a plea to NOT add anything other than garden waste.
- d) The Car Park hedge had once again been impeccably cut back to respectable levels, as this year had seen exceptional levels of growth everywhere including the leaves in the play area.
- e) Cllr Potter reported that it was pleasing to see the extensive replacement of the coping stones to the flint wall on the eastern side of New Barn Hill, (that is the correct name of the road from the Goodwood Park Hotel up to the Sculpture Park), and the removal and killing-off of the ivy clambering all over the wall. Cllr Potter hoped that the rebuilding of the fallen section of wall opposite Molcombe Stud would soon be rebuilt
- f) Cllr Potter said it had been a sorry sight to see that WSCC had, despite a request by Jeremy Hunt to leave the posts in situ, removed the short posts of the low fencing at the 'Windmill' Car Park. Just as a decision had been made to replace the broken rails with one single rail, the posts were gone!! WSCC Policy is now NOT to replace this type of safety feature.

- g) This policy also applies to the marker post at the northern crossing point from the Car Park north exit, which had been broken off by a vehicle, even though it had been included in the traffic calming measures for The Street. The like-for-like replacement of an original plastic Glasdon unit was hugely expensive. The broken off unit was beyond any kind of repair.
- h) At last, after WSCC contractors had attended and 'jetted' the storm drains adjacent to Church Lane, the ponding of this area of The Street was no more. The response Cllr Potter had received to his report (and complaint), stated that this was conducted annually and the next visit was to be in the spring of 2025. Judging by the silt and weed growth Cllr Potter had experienced he doubted this to be true.
- i) Finally, the reports of break-ins to vehicles in the Village were very disturbing, one in particular was under CCTV surveillance, the alarm on a van was immobilised and a door drilled to access the locking device. An extensive number of valuable tools were stolen and all this at 9.15 in the evening and in about 6 minutes! Cllr Potter said everyone must be more vigilant and, of course, high levels of crime could affect resident's Insurance when Post Codes were taken into consideration.

End of Chairman's Report.

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

A resident brought to the council's attention the impossible parking situation that had occurred on Sunday when the two football matches, and the church service had taken place at the same time. There was nowhere to park and cars were parked all over the place.

There is not really much that can be done, except to ask users of the football field to car share (and everybody else) if possible.

6. Traffic Calming Group update

Mr Jim McDonald gave the following report:

Boxgrove PC -- Traffic Calming Update. December 2, 2024

20mph scheme status:

- 20mph for Boxgrove was implemented by WSCC Highways commencing November 8 (partial installation) with the scheme being completed on November 11 and officially going live. The package of measures introduced includes large 20mph roundel signage and 20mph road surface roundels at both ends of the village, multiple smaller 20mph repeater roundels along the main roads in Boxgrove – The Street, Crouch Cross Lane and Priors Acre. No signage has been introduced in Cul-de-sacs or private roads.
- Post 20mph implementation, **daily total average** has been around 1200-1500 vehicles in each direction in a 24-hour period. This compares to 2100-2200 vehicles in the months immediately prior to 20mph implementation and 1500-2000 a year ago. This excludes any peak volumes generated from Godwood events like Festival of Speed or Revival.
- Vehicle **peak volumes** since 20mph have dropped from, on average, 200-250 vehicle per hour at peak times in each direction to 50-80 vehicles per hour in each direction. For a similar period in 2023 there were typically 120 to 180 vehicles per hour at peak times.
- All indicators show absolute and peak volumes have grown in the last year to November 2024 but now fallen back to a much lower-level post 20mph implementation.

- Since November 10th implementation, 85% of traffic has been travelling at 25mph or less. Around 50% of traffic is travelling at 20mph or less. With a further 35% travelling up to 25mph. The 85th percentile speed is 24-25mph. This is a 5%-point improvement from 29-30mph 85th percentile pre-20mph.
- 10-12% of traffic has been travelling between 26 and 30mph.
- There still are drivers who significantly exceed the speed limit by 10mph or more – these account for about 3% of the total traffic and are most likely, but not always, to be recorded during the dark hours before 7:30am in the morning and after 7:00pm at night. Maximum speed recorded since 20mph introduction was 52mph on November 14th at 2am in the morning. Day time speeding generally occurs when no vehicles are parked on the main streets.
- Most feedback so far seems to be positive with residents noticing a general reduction in Volume and speed of traffic.
- It should also be noted that since introduction of 20mph, footfall has been impacted in the village shop with a significant reduction in ‘white van drop-in’ trade. This has serious implications for the shop viability if this is an ongoing trend.

Other considerations:

- As of July 8th, new cars sold are required by law to be equipped with Intelligent Speed Assist (ISA) which provides drivers with feedback to limit vehicle speed to the speed limit in four ways. These systems draw on vehicle mounted cameras as well as GPS/sat nav to correctly determine the speed limit. As more vehicles are equipped with these systems, more drivers will automatically be nagged by the on-board system to drive to the speed limit. WSCC Highways have been asked what the process is for advising Sat Nav companies about the change to 20mph, so far, no reply has been received. Individuals can provide feedback to their satnav/maps provider directly to help the process along.
- It is noted that WSCC Highways did not install ‘New speed limit in operation’ signs as part of the installation. WSCC Highways have been asked about this, but no reply has been forthcoming to date. It is recommended that the PC consider funding advisory signage to go on the village gates for a period of 3 months. This signage would simply be courtesy warning advice to drivers (Circa £40 per sign – 4 required)
- With the 20mph changes now in place, the Taxi firm at Barnham Station has been advised and it is clear the 55 bus drivers are sticking to the limit. Goodwood estate will be advised at the next PC liaison meeting that the village is now a 20mph zone.
- So far, the school ‘20mph’ flashing signs have not been modified. A reminder will be sent to WSCC Highways that this is still to be done.
- As has previously been discussed, feedback on the new 20mph speed limit will be collected in the new year, after a few months in operation, to support any further actions required in Boxgrove to control traffic. Priority areas for consideration include the Crouch Cross Lane roundabout –signage, layout/road markings. Members of the team will be at the Neighbourhood plan meeting in January to collect villager input.
- As Community Speed Watch cannot be conducted in poor light conditions or in the rain, it is recommended that this effort be started in the spring of 2025. In the meantime, a video meeting is scheduled this month with the CSW team at Shoreham to see how they can support local efforts with their resources. Traffic Calming Team

Mr McDonald asked for the council to fund some roundels which would be attached to the village gates warning of a new speed limit in place. This was agreed to be necessary.

Mr McDonald also said that the flashing lights at the School Safety Zone needed to be changed as they contradict the permanent 20mph speed limit. He had asked Oliver King (WSCC) to implement but so far has heard nothing back. Cllr Hunt will follow up.

Action	Cllr Hunt
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Mr McDonald said to Cllr Hunt that he felt that there should be contact made with the village after the installation of a TRO, to gather feedback and ask how it had gone – what could be improved etc. Mr McDonald said that after he had received more feedback from locals, and particularly at the village meeting on 18th January, he would follow-up the roundabout issues with WSCC.

Cllr Hunt said that one of the big issues seemed to be the parked cars and the roundabout sign might be missed because drivers are concentrating on overtaking the parked cars.

Mr McDonald said that there was a significant range of scenarios as to why the roundabout was not functioning fully as intended. These included traffic speed of vehicles coming from the south and north, sight lines (which were considered marginal at the time), and other factors. He said that once those scenarios had been properly assessed they would go back to WSCC.

Cllr Hunt suggested that a six-month period should be used for gathering all feedback and for monitoring purposes.

It was asked whether emergency services had to obey the new speed restriction. If the blue light is on, then no. Cllr Hunt said that it might be worth speaking to the Emergency services whose depot is at Tangmere.

The use of Boxgrove as a spot for driving schools to practise manoeuvres was also criticised.

The Chair presented a Christmas gift hamper to Mr Jim McDonald to thank him for the exemplary leadership he had shown throughout all the traffic calming measures undertaken in Boxgrove and, without whom, would not have been achieved.

Mr McDonald accepted the hamper on behalf of the whole team as he said it had been a team effort.

7. Crockerhill - update

The clerk had received a response from CDC Environmental Officer offering some times for a meeting was which Mr Olley will confirm. Mr Olley thanked Cllr Moore for his help. The drain that had been previously discussed was identified by Cllr Hunt and the number given to Mr Olley.

It was agreed that the Clerk should pursue the contact with Mr Griffith.

8. Boxgrove Neighbourhood Plan update

Mr Leah said that there was no further news on the plan itself and they were concentrating on the Community Day on 18th January at the Village Hall. Mr McDonald will be there with the traffic calming group talking to residents about the 20mph and other issues.

Cllr Barnes will supply refreshments and the village hall will also have a stand.

Parish Councillors will also be there to answer any questions residents may have.

Cllr Potter had invited the planners for the proposed development at Temple Bar – they will have a stand showing their proposals.

Anyone else who would like to have a table, please contact the clerk in the first instance.

Mr Leah also said that the new development at Rohan will produce a substantial amount of CIL money and that the village should be prepared in advance for what it could be spent on. He said that it would be useful to get ideas from residents at the community day.

He said that more traffic calming in Halnaker was needed and suggested Average Speed Cameras. A proper pedestrian crossing was also needed.

Raw Sewage overflowing from drains in Halnaker

A resident had returned home last night to raw sewage running down the drive and seeping into her house. The clerk had notified Southern Water of this event this morning. The overflow had ended up in The Street too. This morning the tankers were there dealing with it, but this is before the new development has even been built.

9. Boxgrove Rangers Report to include Christmas tree.

Cllr Potter said that he had not acquired a tree as no one had asked for one this year. It was agreed that the tree should be purchased as soon as possible. As mentioned in Cllr Potter's report, he and Mr McDonald had cleared the leaves in the playground and created a small composting area which will be fenced in. Residents are welcome to use this but it is for **GARDEN WASTE ONLY**.

(Cllr Hunt left the meeting at 8.03pm.)

10. Boxgrove Water Fountain – update

The clerk to get a quote from AD Broughton for the cost of installing a pipe through the wall to feed the fountain.

Action	Clerk
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11. Motion to approve Precept allocation for 2025 – 2026

The clerk had received a 188% increase from the software provider. This is mainly due to the additional users on the system (five were added last year for the Neighbourhood Plan group). It was agreed to remove the extra users. The clerk has also asked the provider to consider sharing the support cost with Birdham PC. The 1.5% increase in employers NI contributions and the lowering of the threshold has increased the PC liability by £638 p/annum. The estimated cost put into last month's draft has in fact covered this increase.

The increase in the tax base has helped mitigate some of the costs of the IT increase but not entirely.

It was agreed to wait until the January meeting to confirm the precept setting.

12. Planning applications to be decided

Planning number	Address	Detail	
BX/24/02390/LBC	Elm Cottage, The Street, Boxgrove	Demolish curved brick wall and erect 2 no new brick walls and timber gates	NO COMMENT

Delegated decisions to be noted:

Planning number	Address	Detail	Closing Date
BX/24/02324/TCA	Willow Cottage, Church Lane, Boxgrove, Chichester, West Sussex, PO18 0ED	Notification of intention to crown reduce back previous pruning points on 2 no. Sycamore trees (quoted as T1 & T2).	Not to prepare tree preservation order
BX/24/02070/FUL	Anglesey Arms	Remedial repair and fit out internally to provide toilet facilities to existing garage outbuilding.	PERMIT
BX/24/02166/LBC - Other Dev - LBC's Alter/Extend	Anglesey Arms	Extension of car park	WITHDRAWN

13. Motion to support SOSCA Havant Thicket Reservoir plan to divert spring water and use for effluent recycling.

The motion was not supported

14. Playground Inspection Report

Cllr Potter and Mr McDonald had checked the items listed on the report and found that there was no action required. Cllr Potter had noticed that the tyre was cracked and will source another one.

Action

Cllr Potter

15. Community Composter – site and cost

The composter has been sited at far end of field in the “L” shaped area. An enclosure will be fitted in the New Year.

16. Clerk’s report

i. Correspondence received

Cllr Potter will walk the footpaths with John Dixon to identify the areas that need landowner attention.

ii. New signatories for Bank Account

Cllrs Bish and Moore. Clerk to send them instructions.

Action

Clerk

iii. Finance Check to be undertaken by Cllrs Lovejoy and Moore

They had received the spreadsheets and reviewed. No comments

iv. Payments for Consideration

Cllr Lovejoy proposed and Cllr Potter seconded the payments for consideration. These were unanimously **RESOLVED**.

v. Bank reconciliation – circulated

17. Agenda Items for next meeting

- **Talk by Energise South Downs (tbc)**
- **Training options NALC for councillors**
- **Community day at Hall 18th Jan 2025**
- **Motion to buy speed roundels**
- **Ideas for CIL**
- **Motion to fix precept 2025 --26**

18. Date of next meeting - the next meeting will be on Monday January 6th 2025 at 7pm

There being no further business to discuss the meeting closed at 8.35pm

Signed: _____ Dated: _____
Cllr Henry Potter - Chair

**Boxgrove Parish Council Financial Statement
Meeting December 2nd 2024**

Balances on accounts £91,604.06
£91,604.06

Received since last meeting

total **£0.00**

Paid since last meeting

I Whitaker	clerk's salary	£804.46
nest	pension	£58.66
ICO	subscription	£35.00
		£898.12

Payments for consideration

I Whitaker	salary	£804.46
NEST	pension	£58.66
ROSPA	Play inspection	£312.00
K Goacher	Hedgecutting	£432.00
		£1,607.12

Bank reconciliation December 2nd 2024

Bank accounts as of December 1st 2024

current account		£91,604.06
	total	£91,604.06

opening balance 1st April 2024		£71,244.62
add receipts in the year		£55,615.93
less payments in the year		£35,256.49
	Balance	£91,604.06

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		£6,814.99
Boulodrome		£8,000.00
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	£26,397.99
(less ring fenced and reserve)		

Outstanding Loan for Village Hall		£58,012.37
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