

WEST DEAN PARISH COUNCIL
C/o 53 Skylark Avenue, Emsworth, PO10 7GB
westdeanpc@yahoo.com
07596 884847

Members of West Dean Parish Council are hereby summoned to the Full Council Meeting of West Dean Parish Council at 7.30pm on Wednesday 10 January 2024 at West Dean College.

Clare Kennett, 3 January 2024
Clerk to the Parish Council

Agenda

The order of business to be transacted is:

1. **Apologies for absence**
2. **Code of Conduct**
 - (i) Declarations of interests on items included on the agenda. To note the correspondence from Chichester District Council regarding the publication of addresses on the register of interest form.
 - (ii) Dispensations: To consider any requests for dispensations.
3. **Minutes of the meeting held on 8 November 2023:** To agree and sign the minutes as a correct record.
4. **Update on matters carried forward from previous meeting:** To note any updates that are not otherwise on the agenda.
 - Operation Watershed
 - To note the meeting on Wednesday 10 July 2024 will be held in the garden restaurant.
5. **Brief report from County Councillor on matters affecting the Parish.**
6. **Brief report from District Councillor on matters affecting the Parish.**
7. **Rural crime:** To receive an update from Cllr Fleming.
8. **Traffic/roads update:**
 - a) Maintenance of Grinch Lane: To consider the report circulated by Cllr Fleming.
 - b) Speedwatch: To receive an update from Cllr Court.
 - c) SID report: To receive an update from Cllr Graham.
 - d) A286 Binderton speed limit change: To receive an update from Cllr De Groot.
9. **Planning Committee:** To receive a verbal report from the Chairman, including consideration of any applications received since the last meeting.

23/04611/HOUS: North Stonerock Cottage 71 Chilgrove Park Road West Dean West Sussex PO18 9NA.
Proposed front porch, single-storey side extension, first floor rear extension and internal alterations.

23/05204/FUL: The Dower House, Church Lane, West Dean. PO18 0QY. Repair storeroom to provide external access to accessible WC at the Dower House.

23/04384/CND: Colworth Farm, The Grinch, West Dean, West Sussex. PO18 ORQ. Replacement barn to provide farm office and facilities for existing shoot including 2 no. rooms for overnight tourist accommodation. (Variation of Condition 2 of permission SDNP/20/01937/FUL - altered siting of barn) - Variation of Condition 2 of Planning Permission SDNP/22/05830/CND for addition of 2 no. external stairs with reconfigured fenestration to suit, relocated gate and reconfigured parking spaces. **REFUSED.**

23/00652/LDE: The Pool House, Binderton House, Binderton Lane, Binderton, West Dean. PO18 OJS. Existing lawful development certificate for the continuous use of the Pool House as a dwelling for more than 4 years. **APPROVED.**

10. Cemetery: To discuss the tree and hedge maintenance and memorial stability testing. To consider a review of the cemetery fees, as recommended by the internal auditor as part of the budget setting process.

11. Royal British Legion silhouettes: To consider the purchase of two silhouettes (an unknown Tommy and an unknown woman) for the cemetery and a lamp post sign for the village green [Royal British Legion Industries Shop | Council & Business \(rbli.shop\)](#)

12. D-Day 80th anniversary, Thursday 6 June 2024: To consider holding a commemorative event.

13. Asset Register: To approve the circulated Asset Register for 2023/24.

14. Finance

- a) To consider the list of earmarked reserves.
- b) To consider the circulated draft budget for financial year 2024/25 and to set a Precept for 2024/25.
- c) To approve the list of payments. (In compliance with Financial Regulation 5.2, personal payments, including salaries, are summarised on a separate confidential paper). Appendix A.
- d) To approve the bank reconciliations to 31 December 2023 (Appendix A) and to note the circulated budget report.

15. Correspondence: To note any items of interest:

- SDNPA Community Infrastructure Levy funding – expression of interest open until 12 April. Prioritising bids that support the priorities of nature recovery, climate action, and a national park for all.
- New on-demand bus service, Book-a-bus. The 96 Flex bus service operates in the north west Chichester area. See more at [96 Flex North West Chichester - West Sussex County Council](#)
- Consultation on the Definitive Map and Statement for Chichester. Send any comments to legal.services@westsussex.gov.uk
- SDNPA Local Plan Review – slides from the recent parishes workshop and a request for any comments on the Settlement Facilities Assessment to be received by 31 January.
- Booking system to be extended to all recycling centres [Book to Recycle booking system - West Sussex County Council](#)
- Race to the King Event, 15 and 16 June 2024, starting and finishing at the West Dean Estate [South Downs Ultra marathon - Race to the King 2023 \(thresholdtrailseries.com\)](#)
- Public Rights of Way routine maintenance – inspections to take place in December/January and a request to inform WSCC of any issues.
- Information about standing for election as a County Councillor in May 2025.
- New Interim Chief Executive Officer, Tim Slaney, for the SDNPA announced.
- Email from Nicholas Bennett, Divisional Manager at Chichester District Council, regarding threats to elected members and a recommendation to generate new member of interest forms without the home address showing on the Parish website, with the Clerk holding a confidential list of addresses.
- Letter from Sussex Police regarding the security of councillors and staff.

- Email from Inspector Ross Wickings to say that he is moving to Arun Neighbourhood Policing Team and will be replaced by Inspector Damian Merrifield.
- Email from Microsoft about the increase in price to £10.30 per month from December 2023.
- Email from Chichester District Council about the new process for pre-application consultations with the Parish Council on all public path diversion applications from landowners.
- Email from the South Downs National Park Authority about grants for initiatives to help create habitat for wildlife.
- Email from Colin Carre about a Centurion Way site visit on 29 November.

16. Announcements and items for the next meeting: To note items brought forward by permission of the Chairman.

17. Confidential business: To resolve to exclude the public and press, in the view that publicity would prejudice the public interest by reason of the confidential nature of the business or arising out of the business about to be transacted – Public Bodies (Admission to Meetings) Act 1960.

18. Staffing matters: To approve an additional single salary point to the Clerk's salary to be paid from February 2024, as agreed in the employment contract on completion of six months in post.

19. Date of next meeting: The next meeting is scheduled to be held on Wednesday 13 March 2024 at 7.30pm.