

**MINUTES OF THE MEETING OF THE MAIN COUNCIL OF
FELPHAM PARISH COUNCIL 1ST NOVEMBER 2022.**

PRESENT: Councillors: Dave Smart, Anne Barker, Paul English, Mary Harvey, Michael Harvey, Graham Matthews, Gloria Moss, Kevin Watson, Jaine Wild

Councillor Matthew Copeland attended the meeting remotely.

MC 110. APOLOGIES FOR ABSENCE:

Councillors: Bob Budd, George Grundy, Glen Hewlett, Ros Kissell

MC 111. ABSENCE WITHOUT APOLOGIES:

None

MC 112. DECLARATIONS OF INTEREST:

There were no declarations of interest at the outset of the meeting. These, the meeting was advised, could be made as and when necessary, during the meeting.

MC 113. QUESTION TIME:

There were no members of the public present at the meeting. No questions or issues were raised.

MC 114. DATES OF OUTSIDE BODIES MEETINGS & REPORTS FROM MEMBERS ON OUTSIDE BODIES:

Councillor Dave Smart outlined the meeting of the Arun District Association of Councils (ADALC) held on 27th October and circulated a report to councillors.

The annual subscription was discussed which Councillor Paul English felt was too high although no figure has yet been set.

Among the other topics discussed was the energy crisis and the possibility of warm hubs. It was confirmed that St. Mary's Centre and Felpham Memorial Hall were not able to offer this facility. Councillors considered the possibility of providing a warm hub at the Community Hall but following a risk assessment which highlighted some potential safety issues, it was felt that as many children's groups run from the premises and with limited space and staffing, it would prove to be difficult to achieve this.

Councillor Paul English confirmed that Arun District Council would be debating this topic at their forthcoming meeting on 3rd November and recruiting officers. Warm hubs will be made available in the Bognor area. Minutes will be available of the meeting.

Councillor Dave Smart advised councillors that WSALC could now offer the services of a highly experienced planning officer at an hourly rate.

The Clerk confirmed attendance at the recent Sussex Police Arun Parish Meeting on 5th October and advised councillors of discussions.

MC 105. Councillor Paul English requested an update from County Councillor Jaine Wild in opposing construction traffic associated with the Bognor Regis Golf Club planning application. Councillor Jaine Wild confirmed that she was actively working in support of the Felpham Parish Council objection based on the fact that access had previously been refused to the Site 6 development through the village. The area of land that would be required to access the Golf Course from the Charles Purley Way is owned by several people and this makes access via this route complicated. Councillor Graham Matthews confirmed that this will be discussed at the forthcoming Planning Committee meeting on 8th November.

MC 117. GENERAL CORRESPONDENCE/ANNOUNCEMENTS:

The Clerk outlined some correspondence received including an email from Angmering Council requesting support from Parish Councils for a question that they intend to submit to Arun District Council's Full Council Meeting on 9th November 2022. Felpham Parish Council had offered their support as the concerns raised echoed those raised by Felpham Parish Council to the proposed Compliance Strategy to which no feedback has been received to date.

All other correspondence will be directed by the Clerk to the relevant committees.

MC 118. REPORTS FROM COUNTY/DISTRICT COUNCIL MEMBERS:

All County and District Councillors for Felpham had been sent agendas for this meeting:

(i) County Councillor Jaine Wild reported the following:

- 50 wreaths are being laid throughout West Sussex by West Sussex County Council on Remembrance Day.
- West Sussex Fire and Rescue have recently received a very good report with excellent response times. There is a new fire station in Horsham and the Fire and Rescue department are working towards reducing false call outs.
- Local Forums have now been abolished.
- Libraries were communicating with partners in their area regarding warm hubs.
- TROs can be requested around school streets and WSCC would welcome applications in these areas.
- Food waste schemes are being run in conjunction with UK Harvest.
- A Warmer Homes programme is on the WSCC website and funds are available.
- West Sussex County Council had unanimously voted to not allow fracking in the area.
- Concerns had been raised regarding the safety of the junction into local crematorium.

(ii) District Councillor Gill Madeley (Felpham West) – no report or update had been received.

(iii) District Councillor Elaine Stainton (Felpham West) - no report or update had been received.

(iv) District Councillor David Edwards (Felpham East) – no report or update had been received.

- (v) **District Councillor Paul English** (Felpham East) – reported that meetings are scheduled to take place imminently at Arun District Council.

Councillor Dave Smart confirmed to councillors that Councillor Paul English had been completely exonerated of any wrongdoing in the recent Code of Conduct complaint investigation undertaken by Arun District Council.

MC 119. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PLANNING, LICENSING & NEIGHBOURHOOD PLAN COMMITTEE DATED 11TH OCTOBER 2022.

The minutes of 11th October 2022 were APPROVED as a true and accurate record.

MC 120. MATTERS ARISING/CLERK'S REPORT

None

MC 121. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE FINANCE AND ADMINISTRATION COMMITTEE DATED 11TH OCTOBER 2022.

The minutes were APPROVED as a true and accurate record.

MC 122. MATTERS ARISING/CLERK'S REPORT

F 55. Councillors discussed the Rialtas Cloud hosting and the associated increased costs. The Clerk confirmed that a report will be distributed to councillors in advance of the Finance Committee meeting on 8th November.

F 59. Councillor Matthew Copeland confirmed that the Finance and Administration Committee had approved Councillors Bob Budd and George Grundy as Felpham Parish Council representatives on the Felpham Youth program but reiterated that they should not be involved in running of the Youth Programme.

MC 123. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE ALLOTMENTS & OPEN SPACES COMMITTEE DATED 18TH OCTOBER 2022.

The minutes were APPROVED as a true and accurate record.

MC 124. MATTERS ARISING.

A 48. Footpaths walk. Councillor Paul English enquired regarding progress on this initiative. **Clerk to investigate.**

A 51. Community Verges – Councillor Graham Matthews confirmed that he has sent emails to the West Sussex Community Verge Team requesting wildflower seeds. No further Community Verges are planned for this year and West Sussex will be concentrating on improving the existing verges. The Clerk had received correspondence from a resident landscaper which will be reported at the Allotments Committee.

A 27. Councillor Dave Smart drew councillors' attention to the emails of thanks that had been received from residents for verge trees planted as part of a community project.

Councillor Paul English confirmed that he has contact details for a leading supplier of trees who supplies community projects. **Councillor English to pass details to the Clerk**

MC 125. TO APPROVE AS A TRUE AND ACCURATE RECORD THE MINUTES OF THE PROJECTS AND RESILIENCE COMMITTEE DATED 18TH OCTOBER 2022.

The minutes were APPROVED as a true and accurate record.

MC 126. MATTERS ARISING/CLERK'S REPORT

PR 61. Councillors discussed the issues faced by residents at Longbrook Park and a meeting is scheduled this week which Councillor Gloria Moss will attend. Councillors discussed the reporting of crime and whether direction can be offered to residents to assist, in noticeboards or on the Felpham Parish Council website.

Councillor Graham Matthews suggested that Crimestoppers would be a way to report crime without fear of identification and possible retaliation.

MC 127. BUDGET SETTING

Councillor Dave Smart reminded councillors that the November meetings are the final opportunity to finalise budgets for the next financial year. All parishes are facing serious challenges with the rate of inflation impacting on their own operating costs and inevitability for some their precepts may have to rise to reflect this. We continue to work hard to minimise any impact on our residents and through careful cost control have, over the past five years seen a significant real term drop in our precept.

MC 128. MATTERS OF URGENT PUBLIC IMPORTANCE:

Councillors discussed the recent clearance of land at Outerwyke Farmhouse, 55 Felpham Way. Despite raising concerns with Arun District Council, we were advised that there is no planning permission in place affecting the land, therefore, there is no breach of any planning permission or associated planning conditions. We were also advised that it is not against planning law to fell trees that are not protected.

Councillors were clearly disappointed about the level of work being undertaken but recognised that in reality the work was permitted.

Councillor Jaine Wild raised concerns regarding the lack of communication with Arun Planning Officers as it was the Empty Houses Officer's intervention that led to the situation.

It was agreed that there were a number of issues arising from this and that these would be discussed, depending on the subject matter at either the Planning Committee or the Allotment and Open Spaces Committee. Councillor Graham Matthews confirmed that this will be discussed at next week's Planning Committee.

Councillors discussed the process for obtaining TPOs on trees in Felpham. **Clerk to forward councillors details of this process.**

MC 129. BUSINESS AT THE CHAIRMAN'S DISCRETION:

None

Date of Next Meeting: Tuesday 6th December 2022 at 19.15 hrs.

The Chairman closed the meeting at 19.30 hrs

Approved.....Chairman Date

MAIN COUNCIL CLERKS REPORT NOV 2022

Angmering Council and Proposed Planning Question

This was circulated to all councillors prior to the meeting.

Outerwyke House, 55 Felpham Way

From: Clerk

Sent: 26 October 2022 11:50

To: 'Juan Baeza' <Juan.Baeza@arun.gov.uk>; 'planning@arun.gov.uk' <planning@arun.gov.uk>

Cc: All Councillors <councillors@felphampc.gov.uk>; Cllr. David Edwards <Cllr.David.Edwards@arun.gov.uk>; Cllr. Gill Madeley <cllr.gill.madeley@arun.gov.uk>; elaine.stainton@arun.gov.uk; Doug Millen <d.millen@felphampc.gov.uk>

Subject: FP/175/07

Importance: High

Good afternoon

It has come to the attention of Felpham Parish Council that work has commenced on Outerwyke House, 55 Felpham Way, Bognor Regis, West Sussex FP/175/07.

The planning permission granted on this site expired in 2010 and Felpham Parish Council can find no record of a new application.

Conditions 9, 10 and 11 of the permission granted in 2007 were placed on this application in order to ensure the retention and maintenance of trees and vegetation which is an important feature of the area in accordance with policies DEV1 of the West Sussex Structure Plan and GEN7 of the Arun District Local Plan and in the interests of amenity and of the environment of the development in accordance with policies DEV1 of the West Sussex Structure Plan and GEN7 of the Arun District Local Plan.

The developer has bulldozed the site and destroyed the trees and vegetation. We understand that you were made aware of this.

We request that an immediate stop notice is put on the works.

Kind regards

Nicola Meaney

Clerk to Felpham Parish Council

From: Emma Strudwick <emma.strudwick@arun.gov.uk> On Behalf Of Philippa Dart

Sent: 26 October 2022 12:21

To: Clerk <clerk@felphampc.gov.uk>

Cc: Cllr. Paul English <cllr.paul.english@arun.gov.uk>; Karl Roberts <Karl.Roberts@arun.gov.uk>; James Hassett <James.Hassett@arun.gov.uk>; GIBB, Nicolas <nicolas.gibb.mp@parliament.uk>

Subject: Outerwyke Farmhouse, Felpham

Good afternoon

Regarding your concerns about Outerwyke Farmhouse in Felpham, I am able to provide you with the following information

The property is classified as a long-term empty home and the Council play an active role in ensuring properties are brought back into use. The Empty Homes Officer has over the years tried to work informally with the property owner to bring it back into use, unfortunately this has been unsuccessful. In view of this an Improvement Notice under The Housing Act 2004 was served for works to be undertaken internally to the property and also a notice under the Prevention of Damage by Pests Act 1949 to deal with the overgrown garden and to clear low-level vegetation, accumulations of waste and debris on site, that were potentially attracting vermin. The notice did not require the removal of large shrubs or trees.

These notices do not require planning permission and the legislation does not require the Council to request an ecological survey. The trees on the site are not protected by any Tree Preservation Orders and there is no planning permission in place affecting the land, therefore, there is no breach of any planning permission or associated planning conditions. It is not against planning law to fell trees that are not protected; therefore, the Local planning Authority are unable to issue a Stop Notice.

The owner has instructed their own contractor to undertake the works and it is therefore their responsibility to make any assessments if required in terms of environmental or ecological issues.

Kind regards

Philippa

From: Simon Davis <Simon.Davis@arun.gov.uk>

Sent: 27 October 2022 12:35

To: Clerk <clerk@felphampc.gov.uk>

Cc: Daniel Vick <Daniel.Vick@arun.gov.uk>; Louise Crane <Louise.Crane@arun.gov.uk>; Helen Stevens <Helen.Stevens@arun.gov.uk>

Subject: RE: FP/175/07

Dear Parish Clerk,

Thank you for your email.

Unfortunately there is nothing that planning can do to stop the works you describe as the trees on the site are not protected by any Tree Preservation Orders. It is not against planning law to fell trees that are not protected and so the Local Planning Authority is not able to issue any stop notices or to fine the developer. Furthermore, the permission you refer to has long since expired and so the conditions that were imposed at the time no longer have any power. As such, there is no breach of the previous planning permission. The protection of wildlife in such situations is a Police matter.

Kind Regards

Simon J Davis MRTPI

Principal Planning Officer, Directorate of Growth

T: 01903 737874

E: simon.davis@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd

Littlehampton, West Sussex, BN17 5LF

www.arun.gov.uk

JAG Meeting

This meeting has been rescheduled to Friday 18 November at Bognor Regis Town Hall, from 10am.

MC. 82: Life Saving Equipment

Email sent to Foreshore Officer to check who has responsibility for this.

Report of Sussex Police Arun Parish Meeting 5TH October 2022:

Current operations:

Operation Galaxy – High visible police presence at Bognor Railway Station to ensure it is a safe place.

Operation Clayton – Reducing drugs harm

Operation Barnacle – Littlehampton – high visibility patrols following anti-social behaviour.

Operation Stapler – Related to sex for gain work and safeguarding vulnerable people.

Chichester – Increased visible patrols in the centre to tackle violence against women/girls and reduce risk, to deal with students and night-time economy.

Social Media sites are monitored, and response made.