

**All minutes are draft and subject to approval at the next meeting**

**CLYMPING PARISH COUNCIL  
MINUTES OF A MEETING OF COUNCIL**

<b>Location Date/Time</b>	Tuesday 25 <sup>th</sup> November 2021 commencing at 7.30 pm
<b>Present Cllrs:</b> Colin Humphris, Christine Gillott, Henry Burrell, David Miranda & Ann Findlay.	<b>Also Present:</b> Thirteen residents & Nadine Phibbs (Clerk).
<b>Ref:</b>	<b>MINUTES</b>
120/21	<b>Welcome</b> – The Chairman welcomed everyone to the meeting of Council.
121/21	<b>Apologies for Absence</b> – Apologies were received from District Councillor Amanda Worne, WSCC Councillor Jacky Pendleton. The apologies were accepted.
122/21	<b>Declarations of Interest</b> – Councillor Colin Humphris declared an interest in agenda item 11a, F/22/21/PL, Land rear of Paynters Croft Burndell Road Yapton BN18 0HR
123/21	<b>Matters of Urgency not on the Agenda</b> Councillor Colin Humphris advised of a recent planning application CM/69/21/PL Land at Northwood Farm Yapton Road BN18 0HR, Flexible Generator Plant and associated infrastructure. This application is in CIL Zone 3 (zero rated) as other development and is a Departure from the Development Plan.
124/21	<b>Public Opportunity</b> A resident enquired if the Parish Council will be attending the WSCC's Planning and Rights of Way Committee on 30th November 2021 reference to Planning Application WSCC/011/21. Councillor Colin Humphris advised that there are limited numbers for speaking and felt that this is very well covered by the surrounding parishes that are closer to the site. Councillor Colin Humphris will however contact WSCC to enquire if the Parish Council could submit a written statement.  A resident raised various concerns with regards to the traffic along HGL. As a result of his concerns with regards to the speed that vehicles use HGL, he has set up the Clymping Community Speed Watch Group. Councillor Colin Humphris advised that the Parish Council continue to look at this and that other authorities are fully aware of the issues and that improvements need to be made. Councillor Colin Humphris acknowledged that this resident has recently become a member of the CPC Transport Working Group and advised that any concerns of this nature can be raised at the meetings.
125/21	<b>Minutes</b> – Minutes of the Full Council Meeting held on the 28 <sup>th</sup> September 2021 were confirmed and signed by the Chairman as a true record.
126/21	<b>Matters Arising from the minutes</b> - None
127/21	<b>Vacancies for Councillors</b> Council noted that are now 2 vacancies that may be filled by co-option if candidates come forward.
128/21	<b>Comments from County and District Councillors</b> In her absence, ADC Councillor Amanda Worne has provided a report, Councillor Colin Humphris read out the report: All were aware that the Ford Landings application has been deferred again, but ADC Councillor Amanda Worne does feel positive in some ways as it really needs to be passed when we have done all we can to ensure the development is going to be able to support our community not damage it further. ADC Councillor Amanda Worne doesn't think the decision will impact on the outcome of the incinerator application which is coming to WSCC planning committee next Tuesday as

	<p>officers have written in the report recommending the application is refused. Hopefully members will follow this advice. ADC Councillor Amanda Worne will be speaking out in her role of District Councillor at the meeting emphasizing and concentrating on the fact that the incinerator application goes against ADC 's local plan as we have Ford airfield allocated as a strategic site and are required to meet the housing requirements set by central Government. This application could prevent this from happening.</p> <p>ADC Councillor Amanda Worne has contacted the Environment Services &amp; Strategic Manager ADC regarding transfer of ownership of the play area by the village hall.</p> <p>Finally ADC Councillor Amanda Worne has an update on Southern Water (SW) regarding the pollution in our sea including that off the Clymping coastline. ADC has sent a letter to Southern Water requesting a meeting in which Nick Gibb has also been invited. As Councillors, she stressed the need to consider SW capability for dealing with the sewerage from all the new houses and hold them to task on the subject at every meeting involving planning and our strategic sites. We should urge and insist no more houses until we have adequate ways of disposing of sewerage safely. We really need to keep applying pressure on Southern Water and maybe it might be a good idea as a Parish to write to them as well if this has not already been done. There is a planning policy meeting on 30th Nov in which a SW will be discussed, ADC Councillor Amanda Worne intends on going to the meeting.</p>
129/21	<p><b>Police Report</b> There was nothing to mention. Councillor Henry Burrell will become the police liaison.</p>
130/21	<p><b>Planning</b> a)<b>Applications:</b> To consider comment on current applications including: <b>F/22/21/PL Observations to be received by 9<sup>th</sup> December 2021</b> Land rear of Paynters Croft Burndell Road Yapton BN18 0HR 23 No dwellings with associated access, infrastructure, landscape and open space (resubmission following F/5/21/PL). This application is a Departure from the Development Plan &amp; is in CIL Zone 3 and is CIL Liable as new dwellings. Councillor Colin Humphris left the meeting. Councillors noted that no significant amendments have been made since the previous application F/5/21/PL. It was agreed to resubmit the previous objection with the addition to raise the concern on environmental grounds regarding the adjoining farmland that farm activities have the potential to generate noise complaints. Councillor Colin Humphris returned to the meeting. <b>CM/64/21/PL Observations to be received by 16<sup>th</sup> December 2021</b> Land adjacent to Church Farm Barn Horsemere Green Lane Clymping BN17 5QZ Use of land for Class B8 (Storage) for caravan storage. This application may affect the setting of listed buildings &amp; is in CIL Zone 3 (Zero Rated) as other development. It was agreed to object to this application on the basis that there will be the addition of substantial vehicles using Horsemere Green Lane and the impact that the proposal will have on the existing residents and the grade II listed building. It was also suggested that a condition is included restricting operations to day light hours and that any observations by the Conservation Officer are considered. <b>Object</b> <b>CM/60/21/DOC Observations to be received by 16<sup>th</sup> December 2021</b> Approval of details reserved by condition imposed under ref CM/13/19/RES relating to Condition Nos 5 - car parking, 6 - covered &amp; secure cycle parking, 7 - external lighting and 9 - windows or other openings in roofs. <b>No Objection on the basis that the Council leaves to the case officer to fully consider the application.</b> Mistletoe Farm Horsemere Green Lane Climping <b>CM/67/21/HH Observations to be received by 23<sup>rd</sup> December 2021</b> Rear extension and alterations</p>

	<p>1 New Thatched Cottages Climping Street Littlehampton BN17 5RJ <b>Comment that if approved that it is subject to the condition that the any materials &amp; finishes used on the proposed extension are consistent with the current building materials &amp; finishes. To note comments submitted between meetings –</b></p> <p><b>CM/63/21/NMA</b> <i>Observations to be received by 18<sup>th</sup> November 2021</i>  Non material amendment following the grant of CM/42/21/HH for alteration of the roofline to remove the flat roof section replaced by extending the proposed pitched roof.  The Glebe Yapton Road Climping - <b>No Objection</b></p> <p><b>F/19/21/PL</b> <i>Observations to be received by 11<sup>th</sup> November 2021</i>  The construction of two houseblocks (two storeys) for 120 prisoners, extension to existing car park (80 spaces), proposed storage facilities &amp; ancillary office space within secure perimeter fence at HMP Ford Category D Prison. This application may affect the setting of a listed building &amp; the site is in CIL Zone 2 (Zero Rated) as other development.  H M Ford Open Prison Ford Road Ford - <b>Objection</b></p> <p><b>CM/53/21/PL</b> <i>Observations to be received by 11<sup>th</sup> November 2021</i>  Installation of ground source heat pump to provide heating and hot water to 4 No. Holiday Lets. This application is in CIL Zone 5 (zero rated) as other development.  1-4 The Piglets Climping Street Littlehampton – <b>Comment submitted</b></p> <p>b)<b>Planning Working Group</b> – At the ADC Planning Committee Meeting 24<sup>th</sup> November F/4/20/OUT Land at Ford Airfield Ford was deferred.</p> <p>c)<b>Ford, Yapton and Clymping Advisory Group</b> – Councillor David Miranda provided an overview of the meeting held 19<sup>th</sup> October.  Foreman Homes presented regarding the Strategic Allocation Site at Clymping, CM/48/21/RES and it was noted that ADC objected based on their concerns reference to the site drainage. Foreman Homes indicated that they were confident that these issues can be addressed.  Keeping with this proposed development concerns were raised relating to the Community facility and the impact this would have on the Clymping Village and Church Halls. It was also noted that there is no provision for a new medical facility and that the plan will be to expand the existing facility. It was noted that Action in Rural Sussex (AiRS) has already agreed to assist and the Parish Council has previously approved funding for this project.  Councillor Amanda Worne spoke about her concerns regarding the timescales with the improvements to the A259.</p> <p>b)<b>Ford Incinerator</b> – WSCC/011/21 Grundon/Viridor Incinerator application. See minute item 124/21 public opportunity.</p> <p><b>Review of planning local validation requirements lists</b> – Council noted the closing date 24<sup>th</sup> December, any comments to be sent to the Clerk.</p>
131/21	<p><b>Transport Working Group Meeting held 27<sup>th</sup> October</b></p> <p>a)<b>Report from Transport Workgroup meeting</b> - Councillor Colin Humphris.  As a result of the HGL Consultation, the Transport Working Group feels strongly that they should engage with Foreman Homes and the developers at Ford in respect to any intended improvement to HGL should the development move forward.  It was noted that the Consultation findings and conclusions have been widely circulated and submitted to WSCC &amp; ADC for review and that the Parish Council will continue to press for suggested improvement to be considered.</p> <p>c)<b>Speed Watch Group</b> – Clymping Community Speed Watch Group has asked the Parish Council if they would consider the purchase a Radar Speed Gun for use by Clymping Community Speed Watch Group and shared with the Clymping Street Community Speed Watch Group.  The Community Speed Watch Groups are trained on the UNIPAR Genesis Handheld Directional Radar Gun and the preferred Radar Gun is approved by the Police. In additional, at each session, a risk assessment is completed, and a list of attendees recorded.  The Clerk asked that these are sent to her as a record for Insurances purposes.  Council <b>RESOLVED</b> the purchase of the preferred radar speed gun (Bushnell Radar Gun via the Community Speed Watch website)</p>

	<p>d)<b>Church Hall roads signs request</b> – to consider the request for two roads signs. The Church has approached the Parish Council to enquire to the possibility of a road sign, maybe one each side of the turning off the main road to the Church Hall. It was noted that this is WSCC land.</p> <p>It was agreed that Councillor Colin Humphris will raise this with County Councillor Jacky Pendleton.</p>																					
132/21	<p><b>Environment Working Group (EWG)</b> no meeting held</p> <p>a)<b>Queens Canopy</b> – Permission for the tree planting has been obtained and WSCC has issued a tree planting license. Council <b>RESOLVED</b> to sign the license.</p> <p>It was suggested that the Parish Council could speak to the Church and the school in relation to the platinum Jubilee in 2022.</p> <p>b) <b>Drainage issues along Horsemere Green Lane</b> - Councillor Colin Humphris advised that the issues in relation to the ditch running along HGL have been acknowledged by ADC and ADC has asked for assistance to arrange a meeting with the riparian owners. It was agreed that a meeting will be arranged for residents of Copthorne Drive, Appletree Walk, Waterford Gardens, May Close and ADC.</p>																					
112/21	<p><b>Proposal for future arrangements for the playground at Climping Village Hall</b> – Councillor Colin Humphris advised that the village hall playground was erected using s106 money several years ago and is currently being maintained by ADC. However, ADC wish to hand the facility back to the Village Hall and it seems that the equipment is in need of significant maintenance (£16,000).</p> <p>It was agreed that the Parish Council’s Village Hall Representative will discuss this matter with the Village Hall.</p>																					
113/21	<p><b>Parish Council Representative for Clymping Village Hall Committee</b> – Councillor Christine Gillott will become the Parish Council Representative for the Village Hall.</p>																					
114/21	<p><b>Fire Service Public Consultation</b> – Council noted the closing date 21<sup>st</sup> January 2022 for any comments.</p>																					
115/21	<p><b>ADC Council Vision 2022-2026 Consultation</b> – Council noted the closing date 13<sup>th</sup> December 2021 for any comments.</p>																					
116/21	<p><b>Finance</b></p> <p><b>Payments</b> – To note that the balance at the bank at 29<sup>th</sup> October 2021 was £50050.70. To approve the following payments (known to date):</p> <table border="0"> <tr> <td>WSCC</td> <td>Salaries September</td> <td>£387.21</td> </tr> <tr> <td>WSCC</td> <td>Charge for doing wages Apr-Sep</td> <td>£47.74 (inc 7.96 vat)</td> </tr> <tr> <td>WASLC</td> <td>WASLC parish online annual</td> <td>£60.00 (inc £10.00 vat)</td> </tr> <tr> <td>N Phibbs</td> <td>Clerk expenses</td> <td>£74.45</td> </tr> <tr> <td>WSCC</td> <td>Salaries October</td> <td>£387.21</td> </tr> <tr> <td>Primavera Ltd</td> <td>Pond works &amp; 2 oak post</td> <td>£590.59 (inc £98.43 vat)</td> </tr> <tr> <td>WASLC</td> <td>Councillor Training</td> <td>£84.00 (inc £14.00 vat)</td> </tr> </table> <p><b>2.Clymping Village News</b> – To ensure prompt delivery of the Clymping Village News Magazine, the printers agreed to print on the weekend at an additional cost. Council was asked to agree to additional printing cost up to £30. It was noted that there was a further delay due to delivery issues, therefore the additional cost may not be necessary.</p> <p><b>3.Precept 2022 - 2023</b> – Council was asked to consider if there are any new projects or items of expenditure to be considered for inclusion in the budget for 2022/2023.</p> <p>The annual precept allocates a grant for Village Hall, Church site &amp; School. It was noted that none of the above have invoiced the council to date. It was agreed that the Clerk will write to each of them to ask regarding their projects for 2021- 2022 and proposed grants for 2022/ 2023.</p> <p>The draft Budget paper will be drawn up by the Clerk and circulated to Councillors early in the new year and will be considered at Full Council on 18<sup>th</sup> January 2022.</p> <p>District have asked to be notified of the Precept for 2022/23 by 28th January 2022.</p>	WSCC	Salaries September	£387.21	WSCC	Charge for doing wages Apr-Sep	£47.74 (inc 7.96 vat)	WASLC	WASLC parish online annual	£60.00 (inc £10.00 vat)	N Phibbs	Clerk expenses	£74.45	WSCC	Salaries October	£387.21	Primavera Ltd	Pond works & 2 oak post	£590.59 (inc £98.43 vat)	WASLC	Councillor Training	£84.00 (inc £14.00 vat)
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	All of the above was <b>RESOLVED</b> by Council.
117/21	<b>Meeting Dates 2022</b> – The Clerk has secured Tuesday evening meetings at the Church Hall. 18 <sup>th</sup> January, 22 <sup>nd</sup> March, 17 <sup>th</sup> May, 26 <sup>th</sup> July, 20 <sup>th</sup> September and 29 <sup>th</sup> November.
118/21	<b>Next Scheduled Meeting of Council</b> – Tuesday 18 <sup>th</sup> January 2022 commencing at 7.30pm at the Church Hall. Keep an eye on our new Parish Council website for the agenda which is published 3 days prior to the Meeting <a href="http://www.clymping.org.uk/">http://www.clymping.org.uk/</a> .
119/21	<b>Close of meeting:</b> The Chairman declared the meeting closed at 9.00pm.
<b>Dated</b>	
<b>Signed by the Chairman</b>	