

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

CLYMPING PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL

Location Date/Time	Tuesday 10 th March 2026 commencing at 7.30 pm at the Church Hall, Clymping
Present Cllrs: Colin Humphris, (Chairman), Tim Hibbert (Vice Chairman), Henry Burrell, Des Johnston, Anne Miller & Jane Mules.	Also Present: Clerk Nadine Phibbs, County Councillor Jacky Pendleton & two residents.
Ref:	MINUTES
020/26	Welcome – The Chairman welcomed all present to the Meeting of Council.
021/26	Apologies for Absence – There were apologies from Councillor David Miranda and District Councillor Amanda Worne. The apologies were accepted.
003/26	Declarations of Interest – There were no declarations of interest.
022/26	Matters of Urgency - Not on the Agenda Defibrillator - Ratify the cost of a replacement battery under agenda item 17 Finance. Councillor Anne Miller advised Council that there are potholes in the Church parking area on the green. As this land belongs to WSCC and was never formally designated as a car park, WSCC will not carry out repairs. Currently liaising with a local contractor to obtain a cost for light grading and pothole repairs at this location and at the village hall car park.
023/26	Public Opportunity – A resident asked in relation to the schedule for the Church Lane roundabout. <i>(Refer to minute item 028/26,d)</i> A resident asked regarding the compound location in respect of Rampion 2. <i>(Refer to minute item 028/26,3)</i> A resident asked for an update regarding Clymping beach matters. <i>(Refer to minute item 032/26)</i> A resident asked regarding the Hobbs allotment lease. <i>(Refer to minute item 030/26,3)</i> A resident raised the matter of the reinstatement of the yellow lines in Climping Street. <i>(Refer to minute item 028/26,3)</i> A resident drew attention to his email regarding the condition of the verges in Horsemere Green Lane following the use of the road by large vehicles. This matter will be discussed at the forthcoming meeting with West Sussex County Council.
024/26	Minutes – Minutes of the Full Council Meeting held on the 20 th January 2026 were confirmed and signed by the Chairman as a true record.
025/26	Actions update from the last meeting – There was nothing to mention.
026/26	Comments from County and District Councillors County Councillor reported: Work has continued in relation to coastal erosion following the meeting between the Parish Council, the Environment Agency, Arun District Council and West Sussex County Council. A report has been produced to identify responsibilities and agreed actions for each authority. The report has been circulated to the MP, the CEO of West Sussex County Council, the CEO of Arun District Council, the CEOs Environment Agency and the Crown Estate. Liaison is ongoing with West Sussex County Council regarding the closure of Bilsham Road due to major gas infrastructure works planned for November 2025 and April 2026. The County Council elections will take place on 7 th May 2026.
027/26	Police Report Councillor Henry Burrell Inspector Ross Wickings of the Neighbourhood Policing Team has published the 2026 meeting dates for the Arun meetings. The Clerk will forward to details to Councillor Henry Burrell.
028/26	Planning

a. **Applications** – There were no applications to consider.
F/14/26/DOC *Observations to be received 26th March 2026*
Approval of details reserved by condition under F/15/24/RES relating to condition 3- Tree Pit Details.
Land at Ford Airfield Ford - No Objection
F/15/26/DOC *Observations to be received 26th March 2026*
Approval of details reserved by condition under F/4/20/OUT (Phase IRM) relating to condition 10- Construction Management Plan.
Land at Ford Airfield Ford - No Objection
F/16/26/DOC *Observations to be received 26th March 2026*
Approval of details reserved by condition under F/4/20/OUT (Phase RM1) relating to condition 10- Construction Management Plan.
Land at Ford Airfield Ford - No Objection
F/18/26/DOC *Observations to be received 26th March 2026*
Approval of details reserved by condition imposed under F/4/20/OUT relating to condition 14-copy of asbestos register and remedial strategy.
Land at Ford Airfield Ford - No Objection
WSSC/030/25 *Observations to be received 16th March 2026*
The construction of a new four-arm roundabout at Comet Corner junction of the A259 to connect to B2132 Yapton Road and Worms Lane, with improved bus connections, cycle and pedestrian facilities; and associated landscaping including widened embankments, drainage and ecological mitigation.
Junction of A259, B2132 and Worms Lane ("Comet Corner") - No Objection

b. **To note comments submitted between meetings** –
F/10/26/DOC *Observations to be received 19th March 2026*
Approval of details reserved by condition under F/4/20/OUT relating to condition 16- Badger Survey.
Land at Ford Airfield Ford – No Objection, Approved
F/9/26/DOC *Observations to be received 12th March 2026*
Approval of details reserved by condition under F/4/20/OUT relating to condition 15- External Lighting.
Land at Ford Airfield Ford – No Objection, Approved
WSSC/009/26 *Observations to be received 5th March 2026*
Waste management facility (incorporating changes to existing facility to allow processing of non-inert waste and alterations to site landscaping) (variation of conditions 13, 15 and 16 to allow for change to operational hours).
T J Waste Burndell Road Arundel BN18 0HR – Objection
F/6/26/DOC *Observations to be received 5th March 2026*
Approval of details reserved by condition under F/4/20/OUT relating to condition 10 - Construction Management Plan
Land at Ford Airfield Ford - No Objection
F/7/26/DOC *Observations to be received 5th March 2026*
A pproval of details reserved by condition under F/4/20/OUT relating to condition 6- Archaeology (Written Scheme of Investigation).
Land at Ford Airfield Ford - No Objection
F/8/26/DOC *Observations to be received 5th March 2026*
Approval of details reserved by condition under F/4/20/OUT relating to condition 12 - Contamination.
Land at Ford Airfield Ford- No Objection
F/5/26/DOC *Observations to be received 26th February 2026*
Approval of details reserved by condition imposed under F/4/20/OUT, in relation to Phase IRM (F/14/24/RES) and RMI (F/15/24/RES) relating to condition 22 phasing strategy for scheme for protection of retained trees.
Land at Ford Airfield Ford - No Objection
CM/1/26/DOC *Observations to be received 19th February 2026*

	<p>Approval of details reserved by condition imposed under CM/48/21/RES relating to condition 4-statement of architectural detail. Land to the West of Church Lane and South of Horsemere Gree Climping - No Objection F/2/26/DOC Observations to be received 19th February 2026 Approval of details reserved by condition imposed under F/4/20/OUT relating to condition 22-protection of retained trees. Land at Ford Airfield Ford - No Objection F/4/26/DOC Observations to be received 19th February 2026 Approval of details reserved by condition imposed under F/4/20/OUT (amended by F/22/25/NMA) relating to condition 17-Ecological Protection and Enhancement Plan. Land at Ford Airfield Ford - No Objection</p> <p>c. Planning Working Group –</p> <p>d. Foreman Homes Development – Councillors David Miranda and Colin Humphris attended the Foreman Homes Liaison Group meeting on 16th February 2026. Currently groundworks contractors are on site putting in drainage and roads, estimated to take up to 6 months. Towards end March, piling machinery (auger) will be on site to prepare foundations for the first phase of homes. Concrete deliveries will start for this. They expect to complete around 8 -12 plots a week. The expectation is that they will build 50-60 properties a year. Site completion in 4.5 - 5 years. There is no schedule yet for the new Church Lane roundabout. They stated WSCC have yet to approve changes which WSCC themselves will impose. Until approval is granted, they are not carrying out any onsite preparatory work for the roundabout.</p> <p>In relation to the archaeology survey, Wessex Archaeology have offered to give a public presentation on their findings, which it was suggested may also be of interest to the local school. Councillor Colin Humphris will seek to organise this possibly as part of the Annual Village Meeting.</p> <p>The Parish Council still need to address the matter of the community building with Foreman Homes.</p> <p>2. Ford Airfield Development - It was understood that the temporary diversion of Footpath 175 will be installed shortly in order to maintain public access. The delay is due to materials being required.</p> <p>3. Rampion 2 – The Development & Stakeholder Manager for Rampion 2 has provided the promised briefing and will seek to arrange the agreed on-site meeting in late Spring 2026. It is understood that there are no changes in relation to the site compound.</p> <p>4. Ford, Yapton and Clymping Advisory Group – No Meeting held</p>
029/26	<p>Transport Working Group No meeting held</p> <p>1. Transport Working Group - Meeting to discuss potential highways options with the WSCC Area Highway Manager has still to be organised. County Councillor Jacky Pendleton will follow this matter up. A preliminary quotation has been obtained for a temporary hardened footpath between May Close and Apple Tree Walk. This will be discussed at the meeting, and the Parish Council indicated that it would be willing to finance the works should agreement be reached to proceed.</p> <p>2. Entrance to the Church – Further to the request for signage at the Church Road Junction with Church Lane (road markings/signage) and that concerns have been raised that when approaching to turn into the Church Hall off Church Lane, the turning from the south at night, you cannot see the entrance. It was agreed at the previous meeting 25th November 2025 that County Councillor Jacky Pendleton will follow the matter up with the WSCC Assistant Area Highways Manager.</p> <p>3. Climping Street – County Councillor Jacky Pendleton confirmed that WSCC has agreed to reinstate the yellow lines in Climping Street, allowing Arun District Council to carry out parking enforcement.</p> <p>4. Arun Walking & Cycling Infrastructure Consultation – Council noted the consultation, observing that it does not include Clymping. Councillor Colin Humphris urged all present to submit their comments on the consultation.</p>
030/26	<p>Environment Working Group (EWG) – No meeting held</p>

	<p>1. HGL Pond – A quotation to complete the desilting work has been requested for consideration at a future Full Council Meeting.</p> <p>2. Community Projects - Council will consider potential community projects for submission to Rampion 2 at a later date.</p> <p>3. Hobbs Allotment Lease – Council noted that the allotment lease will expire in 2036 and agreed that Clymping Parish Council should participate in negotiations for a new lease.</p>															
031/26	<p>Community Working Group – Councillor Jane Mules</p> <p>a. Resilience Plan – Councillors Jane Mules and Tim Hibbert attended a Community Emergency hub training in Yapton. It was reassuring to see that our plan is in line with what others are thinking. WSCC is starting to roll out of community hubs, it was noted that in our plan we have called local rest centre. Council agreed that we rename our rest centre – community emergency hub so that we are in synch with the rest of the county. Council agreed to organise a practice run exercise to familiarize members with the process of setting up a hub and responding to scenarios.</p> <p>b. Clymping Village News – Council noted that the latest edition of the magazine was larger than usual, resulting in additional design and printing costs. Council agreed that it may be beneficial that the length of future editions should be kept consistent. Council noted receipt of an invoice from Yapton Parish Council for equipment stored at their village hall for the past six years. Council agreed that further clarification should be obtained prior to payment.</p>															
032/26	<p>Clymping Beach – As reported under minute item 026/26, County Councillor Jacky Pendleton, Clymping Parish Council on 12th February 2026 met with the Environment Agency, Arun District Council and West Sussex County Council. A report has been produced to identify responsibilities and agree short term actions for each authority. The report has been circulated to the MP, the CEO of West Sussex County Council, the CEO of Arun District Council, the CEOs Environment Agency and the Crown Estate. County Councillor Jacky Pendleton is liaising with the MP to seek parliamentary discussion on the issue of coastal erosion and available funding. County Councillor Jacky Pendleton is liaising with the MP to seek parliamentary discussion on the issue of coastal erosion and available funding. At the recent ADC budget Special Meeting 25th February 2026, an amendment from Cllr Keir Greenway put forward for three key items and an Enforcement Team be formed with a budget of £200K, with £75k for coastal erosion. Decision for the amendment, 21 for, 25 against and 2 abstained so not carried.</p>															
033/26	<p>Parish Council Representative for Clymping Village Hall Committee - Councillor Anne Miller</p> <p>Three quotations will be obtained for a replacement patio door. It was noted that bookings are down. Currently exploring options for additional storage at the hall. The Playdale inspection package will commence shortly with the first inspection on 9th March 2026.</p>															
034/26	<p>Devolution Working Group – No further update following the Councils submittal to central government on 26th September 2025 proposing their preferred option for local government in West Sussex. It was noted that the local elections have been cancelled for the second consecutive year.</p>															
035/26	<p>Finance</p> <p>1. Payments – To note that the balance at the bank at 30th January 2025 was £79,728.83. To approve the following payments (<i>known to date</i>):</p> <table border="0"> <tr> <td>ICO</td> <td>Annual fee</td> <td>£47.00</td> </tr> <tr> <td>Primavera</td> <td>Ground works</td> <td>£144.00 (inc £24.00 vat)</td> </tr> <tr> <td>St Wilfrids Hospice</td> <td>Grant awarded</td> <td>£300.00</td> </tr> <tr> <td>St Marys Church</td> <td>Grant awarded annual</td> <td>£450.00</td> </tr> <tr> <td>Clear Computing</td> <td>Email Mailbox</td> <td>£28.80 (inc £4.80 vat)</td> </tr> </table>	ICO	Annual fee	£47.00	Primavera	Ground works	£144.00 (inc £24.00 vat)	St Wilfrids Hospice	Grant awarded	£300.00	St Marys Church	Grant awarded annual	£450.00	Clear Computing	Email Mailbox	£28.80 (inc £4.80 vat)
ICO	Annual fee	£47.00														
Primavera	Ground works	£144.00 (inc £24.00 vat)														
St Wilfrids Hospice	Grant awarded	£300.00														
St Marys Church	Grant awarded annual	£450.00														
Clear Computing	Email Mailbox	£28.80 (inc £4.80 vat)														

	Clear Computing ADC	Email Mailbox CVN printing	£28.80 (inc £4.80 vat) £645.00
	<p>2. Defibrillator Black Horse – Council resolved the purchase of a defibrillator and associated cabinet for the Black Horse Public House at a total cost of £1,125, with the 50/50 split cost confirmed. The Parish Council will cover the installation cost of £85.</p> <p>3. Defibrillator Wooldridge Walk – Regarding an additional defibrillator at Wooldridge Walk, the Clerk will draft a letter for circulation to all residents to seek contributions toward half of the cost of the defibrillator and its cabinet.</p> <p>4. Defibrillator - Members were advised that the AED at Waterford Gardens was not functioning correctly. The Clerk confirmed that a replacement battery is required and has been ordered. Council ratified the cost at £144.99 excluding VAT.</p> <p>The above was RESOLVED by Full Council.</p>		
03/626	<p>Next Scheduled Meeting of Council – The Annual Statutory Meeting, Tuesday 12th May 2026 commencing at 7.30pm at the Church Hall. The Annual Meeting of the Parish is also scheduled for 12th May commencing 6.30pm. at the Church Hall. Details can be found on our Parish Council website for the Agenda which is published 3 days prior to the Meeting http://www.clymping.org.uk/.</p>		
037/26	<p>Close of meeting: The Chairman declared the meeting closed at 9.05pm.</p>		
Dated			
Signed by the Chairman			