

All minutes are draft and subject to approval at the next meeting CLYMPING PARISH COUNCIL MINUTES OF THE FULL COUNCIL MEETING		
Location	Tuesday 15 th September 2026 commencing at 7.30 pm at the Church Hall, Clymping	
Date/Time		
Present Cllrs: Colin Humphris (Chairman), Tim Hibbert (Vice Chairman), Anne Miller, David Miranda & Des Johnston.		Also Present: County Councillor Alison Littleboy (<i>left the meeting at 8.20pm</i>), District Councillor Amanda Worne (<i>left the meeting at 8.45pm</i>), eight residents and the Clerk Nadine Phibbs.
Ref:	MINUTES	
088//26	Welcome – The Chairman welcomed all present to the Meeting of Council.	
089/26	Apologies for Absence – There were apologies from Councillor Jane Mules. The apologies were accepted.	
090/26	Declarations of Interest - There were no declarations of interest.	
091/26	Matters of Urgency - Not on the Agenda CM/21/26/L <i>Observations to be received 8th October 2026</i> Listed building consent for replacement of 7 no. existing windows and 1 no. exterior door. Kents Farm House Brookpit Lane Clymping – under agenda item 11 Planning.	
092/26	Public Opportunity A resident raised concerns regarding the Foreman Homes development, particularly the piling works and the potential for vibration from construction activities to cause damage to neighbouring properties. The resident also asked whether the developer would cover the cost of surveys to establish the condition of existing properties prior to the works commencing. A further concern was raised regarding the number of affordable/shared ownership dwellings on the Foreman Homes site, which has reportedly increased from 90 to 190 dwellings. It was noted that there are currently no details available indicating where the additional 100 dwellings would be located within the site. A resident raised concerns regarding the impact of activity at Rudford Industrial Estate on residents of Horsemere Green Lane and Langford Close, particularly noise from night-time HGV movements and industrial operations. Concerns were also raised regarding speeding and traffic levels along Horsemere Green Lane, as well as the lack of street lighting on Langford Close. The resident questioned the description of Horsemere Green Lane as a “Quiet Lane” given the level of traffic, noise and disturbance experienced by local residents. Councillor Colin Humphris advised that Clymping Parish Council does not consider Horsemere Green Lane to be a “quiet lane”. With regards to the residential estates accessed from Horsemere Green Lane, it was explained that the provision of street lighting depends on whether the roads have been adopted by West Sussex County Council (WSCC). As with other private roads and estates off Horsemere Green Lane, responsibility for their management and maintenance rests with the individual estates. Some have management companies which are responsible for maintaining the estate and providing facilities for residents, including street lighting. It was established that Langford Close is an unadopted road and does not have a management company. With regards to Rudford Industrial Estate, the Council noted the concerns raised by residents and the work previously undertaken by Clymping Parish Council. It was noted that, in such instances, Arun District Council (ADC) advises residents to provide further information and evidence to assist in identifying the specific company or business responsible, enabling ADC to investigate the matter.	

093/26	Minutes – Minutes of the Full Council meeting 14 th July and the Extraordinary Council meeting 19 th August 2026 were confirmed and signed by the Chairman as a true record.
094/26	Actions update from the last meeting – There was nothing to mention.
095/26	Vacancies for Councillors – There is one Councillor Vacancy.
096/26	Comments from County and District Councillors County Councillor Alison Littleboy As this is County Councillor Alison Littleboy's first attendance at a Parish Council meeting, she introduced herself and provided an update on her new role. She advised that she has been busy over the past few months settling into her responsibilities as County Councillor. Her current focus is on supporting the two local schools, Clymping and Yapton, with any matters relating to the County Council. She has also submitted objections to a number of planning applications and recently visited the Grunden site following the waste fire. District Councillor Amanda Worne Working closely with the new Cleansing Contractor to ensure the service is delivered to a high standard. The newly introduced food waste collection is an important addition to the service, and while some initial issues have been experienced, these are being actively addressed and resolved. Following the Government's announcement regarding devolution, elections for Arun District Council are expected to take place in May 2027. A question was raised as to why Clymping is not included in the ADC Flood Forum meetings. District Councillor Amanda Worne advised that the Forum was established primarily to address flooding issues affecting inland areas. She confirmed that a representative from Clymping Parish Council is very welcome to attend the meetings and raise any questions or concerns relating to Clymping.
097/26	Police Report – <i>Councillor Des Johnston</i> . There was nothing to report.
098/26	Planning a. Applications – CM/21/26/L <i>Observations to be received 8th October 2026</i> Listed building consent for replacement of 7 no. existing windows and 1 no. exterior door. Kents Farm House Brookpit Lane Clymping – No Objection CM/24/26/NMA <i>Observations to be received 1st October 2026</i> Non material amendment following the grant of CM/48/21/RES to alter the Construction Method Statement details regarding pilings. Land at Clymping Horsemere Green Lane Clymping - Objection F/39/26/DOC <i>Observations to be received 1st October 2026</i> Approval of details reserved by condition under F/4/20/OUT relating to conditions 28- Foul Drainage 29- Surface Water Drainage 30- Discharge Flows to Watercourses 31- Maintenance & Management of Surface Water Drainage System. (Phase RM1) Land at Ford Airfield Ford – No Objection b. To note comments submitted between meetings – CM/19/26/PL <i>Observations to be received 16th August 2026</i> Erection of replacement commercial building, parking and other associated infrastructure, including new attenuation pond. This application is in CIL Zone 5 (Zero Rated) as other development. Baird Business Park Grevatt's Lane Littlehampton - No Objection F/36/26/OUT <i>Observations to be received 16th August 2026</i> Outline planning application with some matters reserved (except for access and layout) for the erection of 40 No. dwellings with vehicular access from Burndell Road, provision of associated open space, alongside landscaping, drainage infrastructure and associated works. This application is a Departure from the Development Plan. Paynters Croft Burndell Road Yapton - Objection c. Planning Working Group –

1. Foreman Homes Development – Council considered that CM/24/26/NMA is far from a non-material amendment for homeowners whose properties border the Foreman Homes site. It was noted that the developer is not currently following the original approved Construction Management Plan and that the proposed revision could allow changes based on the developer's or contractor's assessment of ground conditions. Council agreed that the revised plan should be unambiguous in requiring ADC approval for any future hammer piling and that ADC should be responsible for reviewing the associated piling data.

Concerns were raised regarding the potential for vibration from construction works to cause damage to neighbouring properties. ADC has advised that residents concerned about actual or potential property damage should raise the matter directly with the developer or contractor, and that such claims are private civil matters between residents and the developer rather than matters that can be resolved through the planning process. If CM/24/26/NMA is approved, Council agreed that, for phases of the development closest to existing properties, there should be a condition that Foreman Homes are required to undertake structural surveys of neighbouring properties before any piling works commence. It was also agreed that homeowners should have the option to appoint their own surveyor to be present during the surveys, with the cost met by the developer. Council further request that all piling monitoring and noise-monitoring equipment be routinely calibration-checked by independent firms to ensure the accuracy and reliability of monitoring data.

Council noted that a sign has been erected at the Foreman Homes site advising that the number of affordable/shared ownership dwellings that will be managed by VIVID Homes has increased to 190, compared with the original figure of 90. No details have been provided regarding the location of the additional 100 dwellings within the development. Council also reiterated its concerns regarding the future maintenance and management of the site, including the ponds and recreational areas, and the need for clear arrangements to ensure these areas are appropriately maintained. Cllr Humphris agreed to explore these matters with VIVID Homes.

Further matters regarding the Foreman Homes Site are:

Site Boundary

Further concern was raised regarding reports that the site boundary fencing has been moved northwards towards existing properties. Residents have also raised concerns that the boundary swale may have been excavated closer to their homes than shown on the approved plans. It was agreed that ADC should be asked to investigate the matter and confirm whether the site boundary and location of the swale comply with the approved plans. Council will also request that Building Control undertake a check, where appropriate.

Vermin at the site

Also worrying were a number of reports of rats being disturbed by the excavation works entering gardens. This could develop to represent a statutory nuisance.

Security at the site

Residents have reported intruders on the site behind Wooldridge Walk and raised questions about both the security of the site the boundaries at the rear of their homes. Council would like to understand what steps you are taking to ensure more security. It was agreed that Clymping Parish Council would seek to arrange a meeting with ADC and Foreman Homes to discuss the concerns and matters outlined above.

2. Ford Airfield Development – Work at the site is proceeding with known drainage issues.

3. Rampion 2 – The Development & Stakeholder Manager has advised that at this stage, there is very little to report.

Investigative works are expected to begin in early 2027. These will be non-intrusive in nature and may include activities such as ground investigations. Construction works are not expected to commence until the earliest of 2028.

	Prior to any works taking place, residents living within 1km of the site will be notified by letter. Clymping Parish Council will also receive documentation to display, providing advance notice of the works. It is suggested that, should we not hear from Rampion 2 by April 2027, we should contact him for a further update. 4. Ford, Yapton and Clymping Advisory Group – There has been no meeting.
099/26	Transport Working Group. No meeting held 1. Entrance to the Church - WSCC has confirmed that it would support the installation of brown amenity signs at the entrance to the Church and Church Hall. An application will need to be submitted to WSCC Highways for approval and installation. A £300 non-refundable application fee applies. County Councillor Alison Littleboy will be asked whether she would support the addition of a white arrow on the road surface to indicate the turning into the entrance. This item will be picked up at the next meeting. 2. Climping Street Parking Matters – The TRO application for the installation of double yellow lines is currently being considered by WSCC. We are awaiting an update on its progress. 3. Climping Street Signage – WSCC License has been signed and the signage now in situ. 4. Accident Church Lane - Council noted the recent accident on Church Lane and acknowledged that, thanks to skillful driving, the consequences of the accident could have been considerably worse.
100/26	Environment Working Group (EWG) No meeting held 1. HGL Pond – Council noted that the desilting works is now complete. 2. HGL Pond – Additional Desilting Expenditure - The original quotation for the works was £11,455. Due to the requirement for two additional tonne lorry loads of material to be removed, at a cost of £360 per load, an additional £720 was incurred. The final invoice received is £12,175, which reflects the additional expenditure. Council ratified the additional expenditure incurred in desilting the HGL Pond.
101/26	Community Working Group – Update <i>Councillor Jane Mules</i> a. Resilience Plan – We are now registered as a Community Emergency Hub with the county council. The hub site is Clymping Village Hall. We have also set up a Parish Council Emergency Response Group. This will just be for informing the community about any incidents and guidance on how to respond. To join the WhatsApp group or to volunteer to help in the event of an emergency please email your phone number to Councillor Jane Mules There is a tabletop exercise on Saturday 24th October with Yapton, Ford and Walberton PCs which we have been invited to. Councillors are asked to attend if available. b. Clymping Village News – September Issue out next edition will be the Christmas one. Articles will be requested from the beginning of October.
102/26	Clymping Beach – Clymping Parish Council remains concerned about the developing situation on the Clymping coastal frontage and about the perceived lack of coordination between the agencies involved. A further meeting with the agencies, Environment Agency, West Sussex County Council and Arun District is scheduled for 24th September.
103/26	Parish Council Representative for Clymping Village Hall Committee - <i>Councillor Anne Miller</i> <i>The events to celebrate the 90th Anniversary of the Village Hall on Saturday 22nd August were of great successful and the occasion raised £4700 in total. This money will be ear marked for the continued maintenance to the Village Hall.</i> <i>Future events include: Skittles evening with fish and chip supper 17th October and Quiz night with a buffet 25th November and a coffee morning 12th December.</i> <i>Discussions are ongoing regarding the future structure of the Village Hall Committee and Sports & Social Club, with the aim of establishing how both parties can work together to make the best use of all available facilities.</i> With the addition of further bookings and hirers, the increased booking rates are now covering the running costs of the hall.

	Council gave thanks to Councilor Anne Miller for all of her hard work.																																								
104/26	Devolution – Local Government Reorganisation process for West Sussex has currently been paused by the Government while it reviews the proposals. It was confirmed that the Arun District Council elections will be held May 2027.																																								
105/26	Finance 1. Payments – To note that the balance at the bank at 30th August 2026 was £80149.75. To approve the following payments (known to date): <table> <tr> <td>Clear Computing</td><td>Microsoft annual 365</td><td>£106.80 (inc £17.80 vat)</td></tr> <tr> <td>Primavera Landcare</td><td>Ground Works</td><td>£271.92 (inc £45.32 vat)</td></tr> <tr> <td>4sight Vision support</td><td>Grant</td><td>£250.00</td></tr> <tr> <td>Moore</td><td>External Audit fees</td><td>£283.50 (inc £47.25 vat)</td></tr> <tr> <td>I Rayment</td><td>Defib Wooldridge Walk</td><td>£295.00</td></tr> <tr> <td>Clear Computing</td><td>Mailbox Aug</td><td>£28.80 (inc £4.80 vat)</td></tr> <tr> <td>Luna Lucia</td><td>Clymping Newsletter</td><td>£360.00</td></tr> <tr> <td>WSCC</td><td>Wages July</td><td>£538.36</td></tr> <tr> <td>Clear Computing</td><td>Mailbox Sept</td><td>£28.80 (inc £4.80 vat)</td></tr> <tr> <td>Primavera Landcare</td><td>HGL Desilting Project</td><td>£14610.00 (inc £2435.00 vat)</td></tr> <tr> <td>Primavera Landcare</td><td>Ground Works</td><td>£333.72 (inc £55.62 vat)</td></tr> <tr> <td>WSCC</td><td>Wages Aug</td><td>£538.36</td></tr> <tr> <td>ADC</td><td>CVN printing</td><td>£632.61</td></tr> </table> 2. Annual Accounts & External Audit 2025 – 2026 – The Clerk advised Council that the External Audit 2025 - 2026 has been signed off and returned with a couple of comments to note. The notice of Conclusion is available on the parish council website. 3. 2026-27 National Salary Award - Council noted that the National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2026 - 27 to be implemented from 1 April 2026. The new pay scales will be backdated from 1st April 2026. The above was RESOLVED by Council.		Clear Computing	Microsoft annual 365	£106.80 (inc £17.80 vat)	Primavera Landcare	Ground Works	£271.92 (inc £45.32 vat)	4sight Vision support	Grant	£250.00	Moore	External Audit fees	£283.50 (inc £47.25 vat)	I Rayment	Defib Wooldridge Walk	£295.00	Clear Computing	Mailbox Aug	£28.80 (inc £4.80 vat)	Luna Lucia	Clymping Newsletter	£360.00	WSCC	Wages July	£538.36	Clear Computing	Mailbox Sept	£28.80 (inc £4.80 vat)	Primavera Landcare	HGL Desilting Project	£14610.00 (inc £2435.00 vat)	Primavera Landcare	Ground Works	£333.72 (inc £55.62 vat)	WSCC	Wages Aug	£538.36	ADC	CVN printing	£632.61
Clear Computing	Microsoft annual 365	£106.80 (inc £17.80 vat)																																							
Primavera Landcare	Ground Works	£271.92 (inc £45.32 vat)																																							
4sight Vision support	Grant	£250.00																																							
Moore	External Audit fees	£283.50 (inc £47.25 vat)																																							
I Rayment	Defib Wooldridge Walk	£295.00																																							
Clear Computing	Mailbox Aug	£28.80 (inc £4.80 vat)																																							
Luna Lucia	Clymping Newsletter	£360.00																																							
WSCC	Wages July	£538.36																																							
Clear Computing	Mailbox Sept	£28.80 (inc £4.80 vat)																																							
Primavera Landcare	HGL Desilting Project	£14610.00 (inc £2435.00 vat)																																							
Primavera Landcare	Ground Works	£333.72 (inc £55.62 vat)																																							
WSCC	Wages Aug	£538.36																																							
ADC	CVN printing	£632.61																																							
106/26	Next Scheduled Meeting of Council – Full Council, Tuesday 24 th November 2026 commencing at 7.30pm at the Church Hall. Details can be found on our Parish Council website for the agendas which are published a minimum 3 days prior to the Meeting http://www.clymping.org.uk/ .																																								
107/26	Close of meeting: The Chairman declared the meeting closed at 9.20pm.																																								
Dated																																									
Signed by the Chairman																																									