



MINUTES OF A PARISH COUNCIL MEETING

held on Monday, 12th July, 2021 commencing at 18:00hrs in St George's church, Trotton

Present: Carola Brown, Chris Cullen, Dave Dawtrey, Colleen Homan, Kathryn MacKellar, Neil Ryder, Anne Stephens

Also attending: Kate O'Kelly, district and county councillor

1. **Apologies for absence:** None
2. **Disclosure of Interests:** None
3. **Public questions:** There were no members of the public present
4. **Reports from district and county councillors:** see appendix

KO'K agreed to follow up on several requests made to WSCC: the collapsed give way sign for the Terwick Lane junction with the A272; the Trotton sign on the Eastbound A272 just after Gatehouse Lane; the bend sign on the Westbound A272 West of Trotton bridge. She also agreed to chase up planning application SDNP/21/01370/FUL (tourist cabin at Dumpford Manor Farm), which is now long overdue for a decision.

5. Minutes from the council meeting held on 4th June 2021.

Reference	Who	Action	By when
20210512-11a	CH	Research procedures relating to new public rights of way / permissive paths	Done
20210512-16c	AS / CH	Plan new residents' event	Done
20210604-4	NR	Ask Southdowns Manor to review external lighting against dark skies policy	Done
20210604-5g	NR	Return AGAR certificate of exemption to external auditor (Moore & Co)	Done
20210604-6b	NR	Inform Stuart Webster and SWT about committee appointment	Done

Members approved the minutes and agreed that all matters arising were covered in the agenda.

6. Feedback from annual parish meeting

- a. Several residents had commented that the format of the meeting did not afford adequate opportunities to ask / discuss questions. It was agreed that this was a consequence of it being the first local public meeting for a long time and of the preceding parish council meeting over-running. Members agreed that attendance is much improved by combining the annual meeting with a social event, but that they should plan a more formal event next year.
- b. Residents also asked about progress with motorcycle noise / speed, and whether Trotton should invest in some speed detector / warning signals. In earlier discussions with Rogate PC, the possibility had been raised of Trotton contributing to the costs of Rogate's warning systems but this had been deferred until they bought their third system. Members agreed that Pete Upfold should be invited to attend the next PC meeting and to catch up with Rogate PC in the meantime.
- c. A suggestion was made that we might ask WSCC or CDC for some large roadside anti-litter signs on either side of Trotton bridge. Members felt that these would spoil the approaches to the bridge, but that a litter day should go ahead on 16th October and some more informal, personal appeal signs should be tried after that to see if they have any effect.

7. Finance

- a. Current position: updates on the budget, with bank statements etc, had been circulated. CC had pointed out that there was funding of £500 shown on the budget with the comment "No plans yet" and this income would need to be removed later this year unless members came up with any proposals.
- b. There were no payments currently requiring authorisation.

8. Amenity plans:

The Trotton churchwardens have approval to use funds from a restricted fund in Trotton church funds, including a loan from one of the sister churches, for the proposed infra-red heaters, but were awaiting the result of an application for a grant from the Allchurches Trust. When they have a response, they will approach the PC to fund the mobile heaters already discussed.

9. Environment / highways

- a. Footpaths: CC had followed up a request from Elsted PC re wet area on footpath 873 - Dumpford Lane southwest to Elsted Church – by writing to the WSCC ROW officer, but was awaiting a response.
- b. Rights of way (ROW): CH had continued her research into the Ramblers Association request regarding tracks through Goldrings Warren and farm, as part of their campaign to register 'traditional' footpaths as public

rights of way before the “Definitive Maps” are finalised in 2026. She reiterated and added to the PC discussions in autumn 2020 as follows:

- It was a 1949 Act that required ROW to be recorded on “Definitive maps” held by county councils
 - Natural England had discontinued its research into former ROW in 2008 but the Ramblers had now taken it back up
 - The law usually supports the principle “Once a highway, always a highway”, but it would be necessary to check whether there had been any legally-registered changes of status to the track and road through Goldrings Warren shown on the 1882 map. CH was waiting for an appointment to inspect the definitive map and associated records in Chichester.
 - If the public highway status had changed, the only way to add a ROW to the definitive map would be to collect evidence of public use of the route, unimpeded by the owners, for 20 years up to (not following) the placing of any signs restricting access.
- c. Operation Watershed: the landowners and KO’K (as county councillor) had signed the application for funding of the drain repairs approaching Trotton bridge and the application had been submitted to WSCC.
- d. Motorbike noise: see 6b above
- e. Dark skies: NR had raised the issue of local guidelines at the SDNPA all-parishes meeting on 15th June and was referred to Dan Oakley of SDNPA, who had not yet responded.
- f. Memorial garden: NR had circulated a revised plan and notice and this was approved by members. CB reiterated the request that DD move his “workers’ bench” further West, opposite Mill Lane West. The PC had also been asked if a second wildflower area could be established on the triangle where Chithurst Lane meets the A272. Members agreed that they would back an application, although there were doubts that this would be approved right on the main road.

10. Planning

- a. Application at Dumpford Manor Farm: see item 4 above
- b. White Horse pub: the local pub working party had concluded that the pub would be viable as a community business but, after discovering that a small London-based pub operating company had decided to bid for it, they decided not to enter a competitive bidding battle but to propose a partnership, under which, if these bidders managed to buy the pub, the community would raise the money to renovate it, in return for a suitable share of the business. The first bid had been rejected but they were awaiting Harveys Brewery’s response to a raised bid.

11. Events:

- c. Community coffee and wine-tasting: AS had been asked by the churchwardens to support this event on 24th July. NR confirmed that it was already in the website calendar and he had agreed to email details to the PC list in good time (hopefully with confirmation of the Trotton fete date).
- a. Trotton fete: As the government had announced the removal of most legal pandemic restrictions, it was agreed that NR should approach the owners of Trotton Place for a decision on whether the fete could go ahead on 11th September {post meeting note: done}.
- b. Village picnic / Big Green Week: Eco Rother Action group (ERA) had asked for support from the PC to run a village picnic on 18th Sept as a local launch event for Big Green Week. Members were concerned about splitting the community between this and the Trotton Fete and about officially backing an event on land owned by WSCC which could not be covered by the PC’s insurance. They agreed to suggest that, if the Trotton Fete goes ahead, ERA should be asked to merge their event into the fete.
- c. First Friday: The manager of the Elsted Inn had apologised for the shortcomings in the July event and asked for another chance, especially as he expects to have a chef in place by end-July. Members agreed to try once more on 6th August, subject to suitable assurances from the manager.

12. Date of next meeting: 8th September 2021 @ 6pm – venue to be decided

Reference	Who	Action	By when
20210113-9c	NR / DD	Provide trees for Chithurst graveyard	September
20210310-9c	DD	Repair tel box door-closer and remove windows	ASAP
20210310-7	DD	Meet Mrs Jobs at to discuss hedge	ASAP
20210712-4	KOK	Follow up items listed in item4	ASAP
20210712-6b	NR	Ask Pete Upfold to attend next PC meeting after talking to Rogate PC	ASAP
20210712-6c	NR	Add litter day to calendar for 16 Oct and to agenda on 8 th Sept	ASAP
20210712-9b	CH	Inspect “Definitive map” and docs and report back to members	ASAP
20210712-9f	NR / CB	Assist in preparing application for wildflower area on “Chithurst triangle”	ASAP
20210712-11b	NR	Ask owners of Trotton Place for approval of Trotton Fete on 11 th Sept	Done
20210712-11a & c	AS	Liaise with ERA re village picnic and with churchwardens re community coffee event	

Appendix: district and county councillor reports

County Councillor report

1. Full Council

- The first full council meeting of the new Council was on 21st May when committee places were confirmed, and other roles decided.
- I am back on Health and Adults Social Care Committee and also, I am now on the Governance Committee. I sit on the Walking and Cycling member group advising the Cab member. A new cabinet member for Highways has been appointed. A new cabinet post for public health and well-being has been created.

2. Covid data

Latest data - 245 new cases in Chichester District – 2028 new cases in West Sussex for the 7 days up to 6th July – numbers rising.

3. Induction programme for all new and returning councillors

Over the last few weeks we have had an opportunity to talk to directors of all the services – a really good opportunity to raise the key issues.

4. Rural bus services – nationally there is a new bus back better strategy there is no new threat to rural bus services in fact a new bus partnership with bus companies should improve the network.

5. Rural issues – the fact that services tend to be delivered from the more dense population centres in the county – access to these for our rural residents can be a challenge.

6. Reducing speed limits – this was discussed at the cycling and walking member group this morning - the Lib Dem group are planning on submitting a motion to make speed limit policy more flexible and particularly looking at making it easier to change to 20mph where appropriate - residential non-through routes and near to schools. Inevitably there was a long discussion about potholes and the quality of repairs – they hope their new contract will mean a more proactive rather than reactive approach with more resurfacing that will reduce the number of defects.

7. Transport

WSCC are now committed to entering into an enhanced bus partnership with all the bus companies that operate in West Sussex, this should give them access to national funding to support bus services. They are consulting on their new 15 year Transport Plan – consultation will open later this month.

District Councillor Report

8. Housing

Three families from troubled areas of the world will be re-settling in Chichester during the next few weeks as part of the Government's scheme to assist in resettling Refugees from Syria and other parts of the world. Locally, the scheme is run by West Sussex County Council with support from each of the District and Borough Councils.

Two of the families are from the Middle East and Africa whilst the third is being offered assistance as part of the government's commitment to families of locally employed staff who assisted UK forces in Afghanistan.

9. High Street The latest vacancy rate figures: Chichester 12.1% (latest figure provided by the BID); E. Wittering 0%; Midhurst – 8.3%; Petworth – 4.5%; Selsey 5.4%

For comparison the British Retail Consortium using data from the Local Data Company reports that in the first quarter of 2021, the overall GB vacancy rate for High Streets increased to 14.1%, from 13.7% in Q4 2020. A general vacancy rate of 12.7% was reported for the South East.

10. Business Start-ups

In the Chichester District 105 new businesses started up in May 2021; 10 more than last month and 24 more than May 2020. The Witterings saw the most start-ups. Harting saw the least.

11. Culture

Woolstapling Exhibition at Midhurst Museum which looks at the history of Woolstapling in Chichester District and will be open from Monday, 5 July until Saturday, 4 September. For Midhurst Museum's opening times visit:

<https://visitmidhurst.com/adverts/the-midhurst-museum/>

12. Well being

Walking with Poles: CDC are launching another 8 week course of 'Introduction to Walking with Poles' after the first course has proven so popular. They are also going to be training new walk leaders to lead their Heart Smart walks. This training will be delivered over Zoom ready for the leaders to start leading new walks from various GP surgeries across the district.

13. My Next Drop-in – Rogate Village Stores 10.30-12.30 on 2nd August