TANGMERE PARISH COUNCIL



Tangmere Village Centre

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Minutes of the meeting of the Full Council Meeting

held on 6 July 2023 at Tangmere Village Centre

**Present:**

Councillors Andrew Irwin (Chairman), Roger Birkett (Vice-Chairman), Trevor Ware, Simon Oakley, George Bailey and Kate Beach

**In attendance:**

Caroline Davison – Parish Clerk and RFO

11 members of the public

Councillor Adrian Moss – Leader of Chichester District Council

**Apologies for Absence**

271. Apologies had been received from Councillors Donald Wright, Regan Du Closel and Nathan Parkinson

272. District Councillors David Bett and Charlie Hustain had also extended their apologies

as both were unable to attend the meeting due to prior commitments.

273. Councillor Adrian Moss, Leader of Chichester District Council was present as neither

District Councillor was able to attend.

274. Members of the Public were welcomed to the meeting.

**Declarations of Interest**

275. Councillor Simon Oakley declared non-pecuniary interests, in general terms, as a member of West Sussex County Council (WSCC).

**Minutes**

276. **RESOLVED** that the Minutes of the Annual Council Meeting held on 16 May 2023 were approved as an accurate record and signed as such by the Chairman.

277. **RESOLVED** that the Minutes of the Extraordinary Parish Council Meeting held on 20 June 2023 were approved as an accurate record and signed as such by the Chairman.

**Chichester District Councillor Report**

278. A written report had been received from District Councillor David Betts and this was read out by the Chairman. (A copy of the report is attached to these Minutes).

**West Sussex County Councillor Report**

279. A verbal report was presented by County Councillor Simon Oakley.

**Public Participation**

280. Representatives of Saxon Meadow Tangmere Ltd, were welcomed to the Meeting. They were present to outline their reasons for requesting a change in the location of the Tangmere Strategic Development Line to exclude the western side of Saxon Meadow, reference Chichester District Council Planning Application 20/02893/OUT. This area of land had originally been included within CPO1 and had been designated within outline plans relating to the new development for community use as a Community Orchard. A letter had been received by the Parish Clerk and had been circulated to all Parish Councillors prior to the Meeting and this was read out by one of the members of Saxon Meadow Tangmere Ltd. It was also reported by the members that a specialist engineer had produced a report which raises concerns about current proposals for surface and ground water drainage remediation within the development site. The Chairman of the Council requested that a copy of this report be forwarded the Parish Council. Thanks were extended to Saxon Meadow Tangmere Ltd for their representation.

281. Dr Peter Liano from the Dental Surgery in Tangmere was welcomed to the Meeting. He outlined proposals to extend the Dental Surgery and the reasons for this proposed expansion. It was reported that plans had already been drawn up for the extension and that a planning application would be submitted shortly. Dr Liano also spoke of the desire to install a new bike stand on Parish Council Land near to the front door of the Dental Surgery.

**Planning Applications**

282. It was agreed that the Parish Council would wait until the Planning Application for the extension to the Dental Surgery was submitted before considering their response. The installation of the bike rack would be considered at a future Parish Council Meeting after further communication with Dr Liano.

283. TG/23/01133/TPA - Case Officer: Henry Whitby

Mr Charlie Raikes

5 Nicolson Close Tangmere Chichester West Sussex

Reduce height by 1.5m and all sectors by 2m on 1 no. Oak tree (T1) subject to - 23/00039/TPO.

DEFER TO TREE OFFICER

284. TG/23/00834/DOM - Case Officer: Vicki Baker

Mr & Mrs Hearn

15 Derwent Close Tangmere Chichester West Sussex

Demolition of existing conservatory, change of use of garage to create habitable

accommodation with alterations to fenestration, single storey rear extension and

first floor side extension with associated roof works.

NO OBJECTION WAS RAISED TO THE PLANNING APPLICATION

It was commented however that there was concern about the amount of garden which was lost by extensions of this nature adding to the culminative effect of urban creep.

285. TG/23/01203/TPA - Case Officer: Henry Whitby

Mrs Josephine Zanutto

Beech Cottage Meadow Way Tangmere Chichester

Crown reduce by 2m (all round) and crown thin by 10% on 1 no. Oak tree (T6) subject to TG/95/01027/TPO.

DEFER TO TREE OFFICER

286. TG/23/01245/DOM - Case Officer: Vicki Baker

Tamas Simon

17 Chichester Drive Tangmere Chichester West Sussex

Demolition of existing rear conservatory and construction of a single storey rear extension.

NO OBJECTION WAS RAISED TO THIS PLANNING APPLICATION

287. TG/23/01343/DOM - Case Officer: Eleanor Midlane-Ward

Elspeth Mills Rendall

20 Saxon Meadow Tangmere Chichester West Sussex

Enlarge 1 no. ground floor window on south elevation.

NO OBJECTION WAS RAISED TO THIS PLANNING APPLICATION

**Planning Decisions**

288. The following Planning Decisions were noted:

TG/23/00506/DOM

Chris Harvey

Baffles Cottage Easthampnett Lane East Hampnett Tangmere Chichester West Sussex PO18 0JY

Partial change of use of outbuilding to create habitable space ancillary to the main dwelling.

PERMIT

TG/23/00507/LBC

Chris Harvey

Baffles Cottage Easthampnett Lane East Hampnett Tangmere Chichester West Sussex PO18 0JY

Partial change of use of outbuilding to create habitable space ancillary to the main dwelling with internal alterations.

PERMIT

**Tangmere Strategic Development – proposed amendment to Red Line Boundary**

289. The Chairman outlined the history to the inclusion of the western side of Saxon Meadow within CP01 using extracts from the pre-submission version and ‘made’ Tangmere Neighbourhood Plan. Leader of CDC, Councillor Adrian Moss, was present at the meeting and serious concern was expressed that neither CDC nor the developer had made an approach sooner to inform and consult the Parish Council regarding an amendment to the overall planning application which suggests a key change to the TSDL and the provision of the Community Orchard, an essential element of the Green Infrastructure of the expanded village. The amount of time, effort and collaborative work between TPC, CDC, the developers, appointed consultants and the high level of consultation with residents of Tangmere Parish themselves seems to have been forgotten. The importance of the development and shaping of the policies within the TNP, to define the TSDL, the careful consideration of what are the key elements of infrastructure and where these would be best placed to serve the local community had been seemingly ignored. It was strongly stated that because Tangmere Parish Council represents the whole Parish, it hadn’t been able to adequately consult the views of the whole Parish due to being caught off guard itself.

Opinion was expressed that the alternative provision for the Community Orchard outlined in the revised plans did not fulfil the stated policy requirements for and the function of a Community Orchard. It was considered that the fragmenting of it into effectively three sections would result in not only a reduction in the area provided (given the need for boundary protection and watercourse maintenance access, would pose considerable maintenance challenges, but more importantly reduce usable space for community activities. All of this would make the viability of this element of the TSDL’s green infrastructure questionable. It was felt that the narrow and fragmented form of the proposed alternative provision effectively changes it to a landscaping feature. It was also expressed that there needs to be legally binding prevision to protect the field to the west of Saxon Meadow from future housing development.

It was unanimously agreed that a meeting needed to be convened with CDC to discuss details on the implication of the proposed amendment to the changes in the SDL prior to any formal response to the application.

(Meeting was paused at 8.25pm for exit of members of the public)

**Finance and Governance**

290. **Resolved** that the Terms of Reference for the Finance Committee be amended to include another member.

291. The following members of the Finance Committee for the current municipal year were ratified:

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| --- |
| Finance Committee Members |
| Councillor James Stanbridge (Chairman) |
| Councillor Andrew Irwin |
| Councillor Roger Birkett |
| Councillor Simon Oakley |
| Councillor Trevor Ware |
| Councillor Kate Beach |

292. **Resolved** that the terms of reference and consultation for the new Staffing Committee meeting be approved. The following members were elected:

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| --- |
| Staffing Committee Members |
| Councillor Andrew Irwin |
| Councillor Roger Birkett |
| Councillor Simon Oakley |
| Councillor Kate Beach |
| Councillor James Stanbridge |

293. Receipt of Financial Reports for the first quarter of the year were deferred to the next Finance Committee Meeting.

294. The individual expenditure items above £500 for the first quarter were noted.

**S106 Projects**

295. Feasibility Study for the Recreation Field

It was noted that the Feasibility Study for the Recreation Field was due to be undertaken on 11 July 2023.

296. Consultancy Services in terms of Planning and Tendering for Car Park Resurfacing Works

It was noted that S106 Community Facilities funding approval had been received for the provision of these Consultancy Services. The first meeting was scheduled for 7 July 2023.

297. Village Centre Sustainability Project

It was noted that an application had been submitted for Phase One of the Sustainability Project to replace the obsolete boiler with an air source heat pump.

298. Public Art Funding

To be considered at future meetings

**Operation Watershed**

299. Members received a report in respect of the submission of an application for Operation Watershed funding to West Sussex County Council (WSCC) for the drainage works along the western side of Tangmere Road as outlined in the report.

**RESOLVED THAT:**

1. The Parish Council agree to the principle of an Operation Watershed application to WSCC for the drainage works along the western side of Tangmere Road as outlined in the received report.
2. An application be made to WSCC for a virement of the reserves of Operation Watershed monies currently held by TPC to be used towards the costs of the new drainage works.
3. The Environment Committee be delegated the selection of the preferred contractor and final content of the application for its meeting to be held on 1 August 2023.

**Minutes and Reports from Committees**

300. It was noted that the draft minutes from the Environment Committee Meeting held on 6 June 2023 had been received.

301. It was noted that the draft minutes from the Village Centre Committee Meeting held on 13 June 2023 had been received.

**Tangmere Allotments Advisory Group**

302. **RESOLVED** that the first TAAG meeting be rescheduled to Tuesday 15 August commencing at 7.30pm

**Correspondence**

303. It was noted that a proposal had been received for future use of the Hub.

**Agenda Items for Future Meetings**

304. Governance Documents and Policies

Financials

**Dates of Forthcoming Meetings**

305.

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| --- | --- |
| Date of Meeting | Committee |
| 1 August 2023 | Environment Committee |
| 8 August 2023 | Village Centre Committee |
| 15 August 2023 | TAAG |
| 29 August 2023 | Finance Committee |
| 7 September 2023 | Full Council |

Meeting ended 9.07pm

**Signed : ………………………………………………….. Chairman**

**Date: ……………………………….**