**0Chichester District Association of Local Councils**

**Chairman :** Cllr Andrew Shaxson (Harting and Elsted & Treyford Parish Councils)

**Minutes of the ANNUAL GENERAL MEETING of the Chichester District Association of Local Councils held on Tuesday 24 June 2025 at 6.30 via Zoom.**

**The following Parish Councils were present at the meeting:**

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|  | Birdham PC  Boxgrove PC  Chidham & Hambrook PC |
|  | Easebourne PC  Lavant PC  East Lavington PC  East Wittering & Bracklesham  Ebernoe PC  Fishbourne PC  Fernhurst PC  Harting and Elsted & Treyford PC  West Itchinor PC  Loxwood PC  North Mundham PC |
|  | Southbourne PC |
|  | Plaistow & Ifold PC |
|  | Westhampnett PC |
|  | West Wittering PC |
|  | Also, present CEO of WSALC |
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|  |  |

1. **Agenda item 1 - Welcome**

The Chairman welcomed members to the meeting.

1. **Agenda item 2 - Apologies for absence**

There were apologies for absence from the following Parish Councils-Bepton; Heyshott; Lodsworth; Wisborough Green and Sidlesham,

1. **Agenda item 3 - Election of Chair**

There was one nomination, and it was unanimously **AGREED** that Cllr Andrew Shaxson be appointed as Chairman.

1. **Agenda item 4 – Election of Vice-Chair**

There were two nominations (Cllrs Amanda Tait and Charles Britton) for the position of Vice Chairman and, ultimately, after asking for one vote per Parish present, the number of votes for each nominee was the same and, so, upon the Chairman’s casting vote it was **AGREED** that Cllr Charles Britton be appointed as Vice-Chairman.

1. **Agenda item 5 – Approval of previous minutes (14/1/2025)**

The minutes of the meeting held on 14 January 2025 were unanimously **APPROVED** to be a true record of the meeting.

1. **Agenda item 6 - Election of representatives to Outside Bodies**
2. **Appointment of 3 representatives to WSALC Board**

After a short explanation of the duties of a representative on the WSALC Board by the CEO Trevor Leggo, it was **AGREED** that the three current representatives should be reappointed and, thus, Cllrs Andrew Shaxson, Charles Britton and Amanda Tait were appointed as the CDALC representatives to sit on the WSALC Board for the forthcoming year.

1. **Appointment of a representative to sit on the Chichester Harbour Conservancy.**

Cllr Nicolette Pike and Trevor Leggo explained the important duties and responsibilities of the role and the three nominees (Cllrs Amanda Tait, Christopher Mead-Briggs and Ivan Western) were asked to speak and inform those present at the meeting how they would be capable of fulfilling the position. Following the three presentations on their qualifications and suitability for the role a vote was taken. Cllr Ivan Western was duly appointed as the representative to sit on the Chichester Harbour Conservancy. The Chairman also thanked the retiring representative Cllr Nicollette Pike for all her hard work in the role.

1. **Agenda item 7 – Financial report (to include an agreement on the annual subscription)**

Trevor Leggo indicated that all monies are now held in the WSALC bank account, and therefore there are no bank statements available specifying the financial position of CDALC. Following a discussion, it was **AGREED t**hat a detailed report on the financial position of CDALC and clarification on the issue of subscriptions would be presented to the next meeting.

1. **Agenda item 8 - WSALC Report – Trevor Leggo CEO**

Trevor Leggo explained that most of his work presently centres on the topic of the Unitary Authority proposals, including ensuring that some of the erroneous statements being made by some county councillors are corrected. Accordingly, Trevor Leggo stated that he is regularly informing Clerks that any spurious statements should be reported to him and he will endeavour to obtain clarification.

Mention was made of the event, “Devolution for all Parishes”, at the Grange in Midhurst on the 4 July 2025. Currently 92 people have indicated they will attend and listen to various speakers.

The CEO also referred to the matter of “community resilience”. He stated that, in connection with his residual involvement with the Army, a briefing had taken place on defence spending review and the risk that the country faces from subversive activities (loss of internet etc.) from Russia and others.

Therefore, all Parishes are encouraged to draw up emergency plans. Some already have very good emergency plans, but others do not, and it is important that there is something in place to protect the residents. Trevor Leggo stated that there is help available for those that do not have an emergency plan, and they should contact him. The other reason why there should be a plan in place is that with the advent of the Unitary Authorities system, Parishes might well be the main focal point to provide immediate assistance.

1. **Agenda item 9 – SDNP Report – to receive an update from Cllr Andrew Shaxson**

The Chairman referred to his report (which is attached as Appendix 1 to these minutes) and the information therein regarding “water supporting communities and nature” and considered this Aim is a contradiction - communities want water in a tap but in providing it Portsmouth Water drain the aquifers, thus affecting “nature” as streams and ponds etc are increasingly affected.

A question was posed on the status of the Local Plan Review and the likelihood that more housing will need to be provided within protected landscapes and the harbour to meet increase housing land supply targets. The Chairman said that whilst there would be some increase in housing numbers the SDNP is not under the development pressure of the rest of the district.

Also, mention was made of the lack of information about the Centurion Way extension bypassing West Dean tunnel. The chairman said he would follow this up

1. **Agenda item 10 – CHC Report – to receive an update from Cllr Nicolette Pike**

Cllr Nicolette Pike referred to her report (which is attached as Appendix 2 to these minutes) and further mentioned the unusual situation of the wild bird shooting where the Advisory Group recommended it should continue and, subsequently, the Conservancy Board reversed the decision.

A draft Harbour Conservancy Strategy 2025-2030 has been circulated but some Parishes are not happy at its contents or method of circulation, so Cllr Pike wanted all Parishes to be aware of the situation and that the consultation ends on 30 June 2025.

**11**. **Agenda item 11 - To receive an update on devolution and unitary authority proposals and to note the meeting “Devolution for all Parishes” at the Grange, Midhurst on 4 July 2025 @10.00 am.**

This matter was covered under agenda item 8.

**12.Agenda item 12- Matters of concern to your Council**

Concerns were raised about undertaking reviews of Neighbourhood Plans (NP) and the lack of associated funding - particularly in respect of consultancy reports.

Trevor Leggo reminded Parishes that they are not capped so could raise monies through the precept.

However, concerns remained, and a discussion took place on the relevancy and the merits, or otherwise, of making a NP.

Also, raised, were ongoing problems with the supply of affordable housing and much needed social rental housing. Developers constantly sought to amend completed Section 106 agreements in order to vary the element of social rental housing. It was a common problem in Chichester DC and Parishes should be urging CDC planners to enforce the obligations originally made in Section 106 agreements. The discussion also included the availability of registered providers of affordable housing.

The issue of empty homes was raised where second homes including short term lets and Airbnb avoid paying double council tax by registering as a business and, thus, short term lets are not paying any council tax. Pressure must be placed on Government to change the rules to avoid Council tax in this way unless there is a genuine full-time business operating from the property.

**13. Agenda item 13 – Date of next meeting**

To be arranged and notified to all Parish Councils.

Meeting ended at 8.15 pm

Signed: …………………………………………… Dated: ………………..

Andrew Shaxson, Chairman