

(DRAFT) MINUTES OF THE PATCHING PARISH COUNCIL MEETING
HELD ON TUESDAY 5th AUGUST 2025 at 19:00
HELD IN THE COMMITTEE ROOM AT CLAPHAM AND PATCHING VILLAGE HALL

Present: Councillors – Mr Marc Pinnell (MP Chair), Mrs Karen Coleman (KC), Mr David Taylor (DT)

In attendance – Mrs Victoria Pinnell (VP), Sue Isaacs (SI - RFO)

Members of the public: 15 plus Tim Watney, Stephen Coleman (to be co-opted to the council)

1	APOLOGIES FOR ABSENCE Apologies received from WSCC Deborah Urquart	
2	CO-OPTION OF COUNCILLORS The process of Co-option of Councillors to Patching Parish Council was explained by MP. Rick Romero and Heidi Stevens previously resigned. Notice of 2 vacancies for the Parish Council was published but there was no representation from parishioners. Co-option process was authorised and a notice of expression of interest for co-option to the council was published. PPC received 3 expressions of interest and subsequently have ensured that they are eligible to participate. KC – declaration of interest with regards to Stephen Coleman being voted on to PPC. Closed vote to be done. MP suggested that the 3 rd person should be noted by the council as councillor elect, that PPC would formally advertise a third vacancy with the expectation that the 3 rd person would resubmit their interest and be considered as a preferred candidate if others express an interest to join PPC. Motion proposed by MP, Seconded by KC. PPC voted, Stephen Coleman and Tim Watney were voted in as councillors. MP to talk to the 3 rd candidate with regards to resubmission. New councillor paperwork such as Declaration of Acceptance of Office and Register of Interests to be signed after the meeting.	MP TW SC
3	DECLARATIONS OF INTEREST There were no Declarations of Interest by Councilors pertaining to agenda items or in terms of pecuniary and non-pecuniary interest.	
4	GDPR Councilors confirmed that they have read and understood PPC's GDPR policies: that they do not hold any personal data in any manner contrary to those policies; and that they agree to disclose any known, potential, or perceived data breaches.	
5	MINUTES OF THE PREVIOUS MEETING Approval was proposed by MP and seconded by KC. A copy was signed.	
6	CHAIRMAN'S REPORT	

	<p>Co-option of new Councillors</p> <p>.gov.uk emails This has not been able to be progressed since the last meeting. .gov emails are now mandatory. TW to carry this forward.</p> <p>Correspondence received about The Fox Allegations of further breaches of noise abatement orders and other problems continue. PPC acknowledges their concerns and will continue to raise issues with the relevant authorities where appropriate.</p> <p>Operation Watershed 2 parishioners to be joined by SC to progress the grant application. Contractor quote required for works to mitigate water ingress on France Lane. SC to review information, get quotes and submit the grant application.</p> <p>Highways update (DT) The reduction in the speed limit along The Long Furlong continues to progress. The speed along Dappers Lane has now been reduced to 20mph during school times. No further news on the possible closure of Dappers Lane at the underpass. DT awaiting information from Angmering Parish Council and the Save Dappers Lane Group about the proposed closure. The views of parishioners will be sought so that PPC can make a more informed decision on whether to support the closure or not.</p> <p>Roots Allotments PPC has received several expressions of concern about the activities taking place in the field by the pond. MP has liaised with various individuals and groups including the tenant farmer, SDNPA, one of the co-founders of Roots and members of the Clapham & Patching Conservation Society, a group that are objecting to the development of the site. SDNPA have advised that agricultural land may be used for allotments without requiring planning permission and is classed as permitted development. Planning permission may be required for changes such as a hard standing for parking, but it is noted that the planning authority are only able to deal with contravention of planning matters as they arise on site. PPC will continue to pressure regulators to act as and when there is a potential breach of planning or Highways policy and parishioners are directed to do likewise. A local action group has been formed and have requested support from PPC. This group would need to be chaired and coordinated. In addition to which it would need to have considered what type of support they would hope to receive from PPC and provide a clear statement of purpose. Within the Neighbourhood Plan there was support for a community allotment within the parish boundaries. As described, a community allotment would be for the benefit of local parishioners, there would be consultation and collaboration with the Parish, and it would be of a size and nature that serves a community purpose.</p>	<p>TW</p> <p>SC</p> <p>DT</p>
7	PUBLIC FORUM	

	<p>A Clapham village resident requested that PPC work with Clapham Parish Council especially on areas of joint interest. The two villages have worked together to reduce the speed on A280 and she feels that it would benefit both villages to work together on other areas such as the Dappers Lane closure and Roots Allotments. MP responded to her original email, and to this in-person request, by reminding those present that this has been discussed several times before, including during the public forums, and the overwhelming feeling of parishioners was that Patching would benefit from retaining its own Parish Council. Going forward there may be a way of promoting working together on areas of joint interest and if CPC could determine what support it currently needs, PPC would consider it. MP undertook to reach out to CPC and discuss areas of collaboration.</p> <p>A parishioner reiterated their concerns about the number of vehicles and high speeds on Arundel Road, and that some drivers ignore the no entry sign and go the wrong way down into Dappers Lane. This has been discussed before and PPC are looking into getting the speed reduced on Arundel Road, France Lane and Coldharbour Lane. We are currently waiting for data from Highways to confirm the size of the problem before taking it forwards. Another person present encouraged people to report it to the police, the Police and Crime Commissioner and Operation Crackdown and to form community speed watch groups – MP observed that these actions have all been suggested by PPC at previous public forums and that volunteers were requested to progress them. In the absence of parishioner volunteers PPC would continue to represent and support parishioners with their concerns where it is able to do so.</p> <p>An individual requested an update on Devolution and Local Government Reorganisation. MP to update later in the meeting. MP undertook to provide and publish a summary update for parishioners' awareness.</p> <p>Clapham & Patching Conservation Society (CPCS) has been set up by locals to act against the development of allotments in the field by the pond and village hall. Representatives introduced themselves and requested support from the Parish Council to help them hold the company accountable for actions which they believe are wrong. They plan to contact a solicitor in Exeter to help with approaching the local planning authority. They stated that the allotments have been developed with no consultation with the Parish Council or local residents; the field has been ploughed during ground nesting season for red listed birds (Birds of Conservation Concern); CPCS believe that there is no evidence of an ecological survey or environmental impact assessment having been undertaken; municipal waste compost is being used which is contaminated by plastics; other Roots allotments sites have undertaken actions for which they then apply for planning permission retrospectively which they believe will happen at this site; a bore hole has been installed and may not be licenced; in addition, Roots are being investigated by Natural England and Sussex Police for wildlife crimes and for not doing the relevant assessments. MP requested that CPCS organises for one or two of its members to formally liaise with PPC to ensure that the council is kept up to date with developments, CPCS intend to invite PPC to attend their next meeting at the end of August. CPCS also expressed concerns the allotments being a precursor to development of the site for housing.</p>	<p>MP</p> <p>MP</p>
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	<p>Other parishioners present offered no objection to the idea of the allotments but would like to ensure that Roots are following due process.</p> <p>MP noted that PPC has several things to consider...</p> <p>Does this development meet the aim of a community allotment in accordance with the Neighbourhood Plan? PPC concluded that no, it does not.</p> <p>Are the sentiments expressed at this meeting a representative selection of Parishioners views? And how could PPC gather wider comments from the community? Various ideas were discussed, including a village wide email or leaflet drop, but it was decided that a questionnaire would be taken to the Horticultural Society Flower Show as well as being advertised on the notice board and the PPC website. This feedback could then be used to give clearer guidance on how PPC are able to represent the parish. Are we seeking to influence, delay, object, support, facilitate? What should our involvement be? PPC – No additional comments</p> <p>If general feedback from the Parish were to evidence dissatisfaction with the situation, then PPC may consider this a mandate to support CPCS, in which case there would need to be considerations from the group. There would need to be clarity on their statement of purpose, who are the membership, how the decision making takes place etc. PPC is concerned by the development and will continue to observe the situation and raise concerns to regulators. It will continue to liaise with the owners of Roots. PPC wishes to understand the feelings and the views of the wider Parish and acknowledges and thanks the members of both villages that have already begun to mobilise themselves in response to the development.</p> <p>Finally, consideration was given to whether, with a public mandate, PCC should support the group in kind or by name. PPC resolved that these would be appropriate considerations going forward.</p> <p>If their presence is inevitable, PPC should consider how our community could benefit.</p>	
8	<p>REPORT FROM WEST SUSSEX COUNTY COUNCILLOR</p> <p>Not present. Email received, contents covered in the Public Forum.</p>	
9	<p>REPORT FROM ARUN DISTRICT COUNCILLOR</p> <p>Not present.</p>	
10	<p>REPORT FROM COMMUNITY POLICE TEAM</p> <p>Not present. MP noted that there had recently been a burglary in Patching and parishioners were encouraged to remain vigilant.</p>	
11	<p>FINANCIAL REPORT</p> <p>SI noted that overheads continue to increase and that this should be factored into decisions about the precept in November.</p> <p>£862 (Patching Society money) remains ringfenced for activities that benefit the parish. Financial regulations need to be reviewed and updated; a template will be required.</p> <p>A further signatory is required for the bank account – TW volunteered.</p> <p>A VAT refund has successfully been completed.</p>	<p>SI</p> <p>SI</p>

12	PLANNING REPORT Planning report circulated to councilors before the meeting. To be made available publicly. Update on Rampion 2 – there will be further consultation as the exploratory and construction works continue within the parish. Update on SDNP local plan review. PPC to respond and make parishioners aware as necessary. Update on planning applications including Spearfield Stud Equestrian Stables commercial conversion for tack and retail sales - SDNPA approved. Retrospective application for Workshop / studio from stables in Myrtlegrove – SDNPA approved.	
13	CORRESPONDENCE Email received about The Fox Pub, discussed in the Chairmans Report.	
14	ANY URGENT MATTERS, FOR INFORMATION PURPOSES ONLY, ARISING SINCE THE PREPARATION OF THE AGENDA. Nil	
	MP - Updated regarding action points from last meeting. MP - Update re. English Local Authority Devolution / local government reorganisation written report to be issued from PPC, verbal update given.	
15	DATE, TIME AND LOCATION OF NEXT MEETING Tuesday 4 th November 2025, 1900-2100	VP