



Imogen Whitaker – Clerk and RFO to the Council
T: 01243 575094/E: clerk@birdhamparishcouncil.gov.uk

**Minutes of the Hybrid Parish Council Meeting
Held on Wednesday 11th February 2026 at 7pm**

Present: Cllr Timothy Firmston (Chair), Cllr Gordon Churchill, Cllr Elizabeth Hamilton, Cllr Susan Taylor.

Chichester District Council: Cllr Elizabeth Hamilton and Cllr Iain Ballantyne

In attendance: The Clerk (Zoom) 16 members of the public
Mr Paul White – Smith Simmons

1. Apologies

Cllr Catherine Salamons – holiday, Cllr Pieter Montyn WSCC

2. Declarations of interest

There were none.

3. Minutes – to approve and sign the Minutes of January 14th 2026.

With the following amendments the minutes were proposed by Cllr Taylor and seconded by Cllr Churchill. They were unanimously **AGREED** and were duly signed by the Chair.

Amendments: **Item 7b:** “Havant Borough Council” is added to list of those receiving HC Management plan. **Item 5 d/e:**

- d. The Chichester Harbour Management Plan has been adopted by CDC at Cabinet, and it is expected to be adopted by the full council.
- e. An issue that may be of interest is the re-allocation of CIL underspends to support various aspects of affordable housing (rather than returning the funds to general reserves).

4. Public Question time from residents of Birdham in accordance with Standing Orders 3d – 3l

There were none.

5. To receive reports from CDC members for Birdham

Cllr Ballantyne reported on the planning information meetings that had been held by CDC for councillors. The Local Plan had been signed off in August 2025 (and in this plan Birdham had no allocation for development). With the change in government and the introduction of a new National Planning Policy Framework means that Chichester district has to increase its 5 year land supply from a buffer of 5% to a buffer of 20% - and this by

July 2026. This means that a further 120 allocations have been added to Chichester's 538 houses per year. The "tilted balance" when assessing planning applications is again in favour of development.

The current Local Plan will be in force until 26th July.

Nurseries do not count as brownfield sites (where development should take place) and windfall development will count towards the allocation.

The Development Plan Documents will become part of the Local Plan.

If a Council does not meet the target, then the inspector will oblige the Council to accept the development. The numbers apply to the whole of the district and the target does not have to be reached each year but can be amalgamated over the coming years.

Cllr Hamilton reported that the budget had been discussed but has still to go before the Council.

She said that the site opposite the Primary School in Crooked Lane has received a grant from CDC to build 15 affordable homes. She said that people need to put their names on CDC's housing register now, even if they do not currently live in Birdham but wish to return to Birdham for example.

£8 million has been awarded to Westgate Leisure Centre, Southbourne Centre and Midhurst Centre and money has also been allocated for an entrepreneurial hub in Chichester to encourage businesses and employment.

End of report

6. Planning matters including appeals, applications and CDC delegated decisions

- i. **Planning Enforcement Notices – new and/or updates** - None
- ii. **Notifications of Planning Appeals** - None
- iii. **Planning applications to be decided.**

Planning Application number	Address	Details	Comments to be submitted
BI/25/02702/DOM	Copperfields, Crooked Lane, Birdham, Chichester, West Sussex, PO20 7HB	Dropped kerb, new driveway with associated landscape work	SUPPORT
BI/25/02871/FUL - Minor Dev - Dwellings	Paul Knappet, Kellys Farm, Bell Lane, Birdham, Chichester, West Sussex, PO20 7HY	Partial demolition of existing agricultural building and erection of 2 no. detached dwellings, as an alternative to Class Q prior approval under BI/25/01207/PA3Q, with associated parking, utilising the existing approved access.	NO COMMENT
BI/26/00084/FUL -	W Stirland Limited, Redmoor Estate, Main Road, Birdham	Erection of 9 no. dwellings and associated works	SEE BELOW

BI/26/00084/FUL – the Parish Council OBJECTED to the development on the following grounds:

- The density of the development was incompatible with the environment and neighbouring properties.
- The proposed access to the site was potentially dangerous and would have knock-on effect on parking around the site.
- There was a lack of privacy for neighbouring established houses.
- if a revised plan were to be approved a condition on a proper enforceable agreement with Southern Water and undertaking to ensure sewage treatment is viable without causing issues to be drawn up prior to any commencement of works

The application BI/26/00171/FUL was discussed but will be the subject of the Extraordinary Planning Meeting on Thursday 19th February 2026. The council noted that the site is subject to the Article 4 Direction/that the adjacent land is subject to a high court injunction/ that there should be no new dwellings within the AONB.

iv. Delegated Decisions to be noted:

Planning Application number	Address	Details	Decision
: BI/25/02812/ELD - Other Dev - Certs of Lawful Development	Unit 3 Premier Business Park , Birdham Road, Appledram, West Sussex, PO20 7BU	Existing lawful development certificate for the continued Classes E(a) and E(g) use of Unit 3	REFUSE
BI/25/02469/NMCF	Field north west of Saltings	Submission of the Allocation Agreement/Capacity Monitoring Report - 16/01809/FUL	Decision made but PC not privy to it
BI/25/02357/FUL	Birdham Pool House	Demolition of existing building containing 3 no. flat (Pool House). Removal of 1 no. flat from the first floor of existing BYC House retaining the commercial unit, and the construction of 2 no. buildings (Harbour House and New Pool House) comprising 4 no. replacement flats and associated work	REFUSE

7. Motion to adopt Model Publication Scheme/data protection policy/IT communications and monitoring policy.

All councillors present each signed their own copy of the Data Protection and the Monitoring Policy which had been previously adopted. The Model Publication scheme will be for next meeting.

8. Motion to approve the Manhood Peninsula Partnership Terms of Reference.

The motion was proposed by Cllr Taylor, seconded by Cllr Churchill and unanimously **AGREED**.

9. Parking in front of the School: engines being kept running while waiting.

This practice creates pollution for pedestrians and for neighbouring houses. The school repeatedly asks parents not to park on the School Safety Zone but are mostly ignored. As discussed last meeting when WSCC implement their Moving Traffic Enforcement policy this will enable TROs also to be monitored by the Community Speedwatch for example.

10. Clerk's report

i. Correspondence

ii. Payments for Consideration

The payments for consideration (without MJ Visual for projection system in Village Hall) were proposed by Cllr Taylor, seconded by Cllr Hamilton and unanimously **RESOLVED**.

iii. Bank reconciliation - circulated.

11. To receive a report from WSCC Pieter Montyn

12. Devolution and the Role of Parish/Town Councils – update

Peers in the House of Lords have called for stronger scrutiny and support for Parish and Town Councils in the English Devolution and Community Empowerment Bill, raising consistent concerns about its impact on parish and town councils and the need to safeguard local accountability and community voice.

13. Proposal to create a village pub project.

It was agreed that Cllr Hamilton should gather as much information as possible and talk to those who may be interested and then it will be discussed again. She said that the Village Hall is not used enough but that CDC could give a grant for physical changes.

Action

Cllr Hamilton

14. Councillor Reports

i. Play Area – no report.

ii. Recreation Ground and Bequeathed Land – no report

iii. Village Green and Kingfisher, Triangle and Village Pond – a resident brought to the attention of the council the failure of riparian owners and farmers to clear out the ditches to allow the water to flow away smoothly. The Parish Council to distribute Riparian Ownership leaflets.

iv. Communication working group – no report.

v. Community Resilience – no report.

15. Reports of meetings attended by Councillors and/or other items not mentioned above.

Cllr Firmston had attended the All Parishes Meeting on 2nd February 2026 and circulated his report.

16. Items for inclusion on the next Agenda

Appointment of internal auditor

Model Publication Scheme

17. Date of next meeting

The next Parish Council Full meeting will be held on March 11th 2026.

The Extraordinary Council Planning meeting will be held on 19th Feb 2026

Balances on accounts:

Current account	£60,298.50
Deposit account	£100,000.00
NS&I	£7,226.52
	£167,525.02

Received since last meeting	£0.00
	£0.00

Paid since last meeting

Andrews	Clearance bequeathed land	£675.00
scribe	subscription	£66.00
Betty Geary	litter picking	£70.00
I Whitaker	clerk's salary	£988.91
nest	pension	£72.12
hmrc	contributions	£275.91
chichester tree services	Hawthorn tree failure	£300.00
AMS	hedging and ditches	£1,449.00
zoom	annual sub	£155.88
boxgrove parish council	telephone contribution	£35.98
I Whitaker	council running costs	£306.46
		£4,395.26

Payments for consideration

Scribe	subscription	£66.00
Betty Geary	litter picking	£70.00
I Whitaker	Clerk's salary	£1,188.59
Nest	Pension	£86.68
Parish Council Websites	hosting and support	£329.04
PWLB	Village hall loan	£8,591.04
MJ Visual	village hall AV system	£858.60
		£11,189.95

Bank accounts as of 6th Feb 2026

Current Account	£60,298.50
Deposit Account	£100,000.00
National Savings	£7,226.52
Total	£167,525.02

Opening balance 01/04/25	£156,002.85
add receipts in the year	£106,899.58
less expenditure to date	£95,377.41
Balance	£167,525.02

Less

Reserve @ 50% of Precept	£36,908.00
Total	£36,908.00

Ringfenced Funds

Op Watershed	£2,400.00
Culvert Ditch Maintenance	£18,000.00
Adams bequest fencing	£9,500.00
CIL Payments	£29,618.55
NHB	£6,327.06
NP	£225.00
Car charging points	£2,250.00
Trees	£6,500.00
Ponds improvement long term	£4,000.00
Resilience	£200.00
Bequeathed land works and maintenance	£3,500.00
Youth	£10,000.00

Total	£92,520.61
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Available Funds

Total	£38,096.41
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Outstanding PWLB

Total	£82,778.78
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