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**Minutes of the Hybrid Parish Council Meeting  
Held on Wednesday 8<sup>th</sup> April 2026 at 7pm**

**Present:** Cllr Timothy Firmston (Chair), Cllr Catherine Salamons (vice-Chair), Cllr Gordon Churchill, Cllr Elizabeth Hamilton.

**Chichester District Council:** Cllr Iain Ballantyne, Cllr Elizabeth Hamilton

**West Sussex County Council:** Cllr Pieter Montyn

**In attendance:** The Clerk (Zoom) 2 members of the public

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**1. Apologies**

Absent: Cllr Susan Taylor

**2. Declarations of interest**

There were none.

**3. Minutes – to approve and sign the Minutes of March 11<sup>th</sup> 2026.**

The minutes were proposed by Cllr Salamons and seconded by Cllr Churchill. They were unanimously **AGREED** and were duly signed by the Chair.

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

A member of the public asked about the anti-social behaviour on the Recreation Ground. The clerk explained that thanks to two local residents had informed the clerk of possible drug dealing and young people damaging the football goal nets by using them as hammocks. The Police Support Community Officer had apprehended the drug dealer and at the same time another individual for illegal electric scooters.

**5. To receive reports from CDC members for Birdham**

**Cllr Ballantyne** reported on Local Government Reform and that last week an announcement had been expected after the proposals put forward by the local authorities. Unexpectedly, the government offered an alternative option involving Brighton and Hove, and which would put Chichester in the Urban constituency of Chichester, Horsham, Crawley and E. Sussex. There will be no decision before the 27<sup>th</sup> May WSCC elections which are to go ahead after all. There will be a short technical consultation (nothing else) to be completed before 1<sup>st</sup> June.

Cllr Churchill asked if any reasons had been given for the proposals? No reasons had been given, they had proposed this and wanted a consultation on it. Adur, Worthing and Arun all have negative budgets.

**Cllr Hamilton** reported that there would be a presentation on Renters' Rights and Landlords' responsibilities tomorrow. There will be significant changes.

A local resident asked where landlords now had to register. This is on the CDC website.

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

### i. Planning Enforcement Notices – new and/or updates

Planning number	Address	Details	Comment
BI/49 planning number BI/25/00249/OPEDEV  LEGAL no TCP-10-0066	6 Alandale Road, Birdham	Erection of 2m high fence inappropriate to landscape etc	Must be removed as on highway. Permitted development does not apply here: no comments required

### ii. Notifications of Planning Appeals:

- BI/25/00951 Koolbergen and Ramsey – to go to CDC planning committee on 15<sup>th</sup> April. Cllrs Salamons and Hamilton to attend in support.
- BI/25/02271/FUL Whitestone Farm Cottages. Appeal against refusal. Clerk to represent council strong objection.
- BI/25/02871/FUL Kellys Farm, Bell Lane. Appeal against refusal. Birdham to object.

<b>Action</b>	<b>Clerk/Cllr Firmston</b>
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### iii. Planning applications to be decided

Planning Application number	Address	Details	Comments to be submitted
BI/26/00559/EL	Paul Knappet, Kellys Farm, Bell Lane, Birdham, Chichester, West Sussex, PO20 7HY	Existing lawful development - change of use of 1 no. building from offices (Use Class B1(a)) to 1 no. dwellinghouse (Use Class C3)	NO COMMENT
BI/26/00570/FUL - Minor Dev - Gypsy/Traveller Site	Use of land for the stationing of a caravan for residential purposes and the construction of a	Land North West Of Premier Business Park, Birdham Road	STRONG OBJECTION
BI/26/00390/PROW - Public Rights of Way	Layby south of Birdham stores	Section 257 application for the diversion of a public right of way running east to west to the east of main road Birdham	OBJECTION
BI/26/00659/ELD - Other Dev - Certs of Lawful Development	Kelly's nursery	Existing lawful development certificate for the continued use of land as a domestic garden	NO COMMENT
BI/26/00653/DOM	Kingfisher Cottage, Westlands Lane, Birdham, Chichester, West Sussex, PO20 7HH	Proposed single/two storey rear extension, new porch, replacement of existing windows and doors, new boundary wall, revised vehicle entrance, demolition of	SUPPORT

		existing garage and construction of open car barn	
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**iv. Delegated Decisions to be noted:**

Planning App number	Address	Details	Decision
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,	<b>REFUSED</b>
BI/25/02753/ELD	Kingfisher Cottage, Westlands Lane, Birdham, Chichester, West Sussex, PO20 7HH	Existing lawful development certificate for the continued use of building (known as Oak Cottage) as a residential self-contained dwelling.	<b>REFUSED</b>

**7. Birdham Drop-in: date and content.**

It was agreed to book the hall for Saturday 21<sup>st</sup> November.

The representative for the new housing off Crooked Lane will be present for any resident who needs information on how to get on the list, as the houses should be partially completed then.

A talk about resilience – either from WSCC or CDC

<b>Action</b>	<b>Clerk</b>
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**8. Ditch Maintenance – update.**

The ditch report, which had been produced by Mr Clive Barrington and his team, had been printed, but needs constant updating. The clerk will send a copy to Mr Matt Jackson at WSCC to help him with preparing a quote for the parish. WSCC needs to remind residents of their obligatory riparian duties. There is a particularly bad section in Westlands Lane and channels need to be created into the ditch.

Cllr Firmston said that the best time to do these works was in August/September when the ditches would be dry and easier to clear. It was also the best time for birds as the nesting season was over and water voles are not disturbed.

<b>Action</b>	<b>Clerk</b>
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**9. Motion to transfer remaining Operation Watershed funds to Ditch Maintenance account (£4000).**

The motion was proposed by Cllr Churchill, seconded by Cllr Hamilton and unanimously **RESOLVED**.

**10. To receive a report from WSCC member for Birdham**

- a) Cllr Montyn reported that the Watershed funds were still available and that they could be applied for by Birdham.
- b) Cllr Montyn is pursuing the pre-commencement conditions for the Management plan for the development. These are still not done and parking must be provided for the contractors. There is no space anywhere else. Southern Water has said that there is no capacity for this development and a different solution must be found. Specialist Contractors (NAV) may be brought in (effectively tankering).

- c) A brick wall has been knocked down at the roundabout and the bricks are still lying all over the pavement and road. Cllr Montyn is trying to get Highways to deal with this.
- d) The meeting with the potential developer for Tawny Nurseries will take place on 27<sup>th</sup> April at 11.45am – 12.45am at Birdham Village Hall. Cllr Montyn asks that they come prepared with some plans.
- e) Lastly, Cllr Montyn announced that he will not be standing for election again this year but will be in post until the new councillor is appointed.

**(Cllrs Montyn and Ballantyne left the meeting at 8.34pm).**

## **11. Clerk's report**

### **i. End of year expenditure against budget**

The Parish Council has finished the year £7891 within budget. At the beginning of the financial year the new annual fee for the street lighting will be due.

Reserves have been maintained to undertake works in the Parish.

### **ii. Correspondence**

- Street naming consultation: the Parish Council had been contacted with regard to the name of the new development off Crooked Lane. The meeting agreed that Crooked Farm Close would be appropriate to the location as former farm land and indicative of its location off Crooked Lane.

Action	Clerk
<ul style="list-style-type: none"> <li>- The defibrillator at the hall is managed by an outside company and Birdham has a first responder. The defib is kept up to date and batteries charged.</li> </ul>	



### **iii. Payments for Consideration**

With the addition of the following payments the payments for consideration were proposed by Cllr Hamilton, seconded by Cllr Salamons and unanimously **RESOLVED**. Parish Council Websites Domain name renewal: £36; additional play items on insurance £68.25.

### **iv. Bank reconciliation – Circulated.**

The remaining loan to be paid off for the village hall is £69,210.63

## **12. Councillor Reports**

### **i. Recreation Ground and Bequeathed Land**

- Damage to the football dates from ASB from young people. Net to be replaced.

### **ii. Village Green and Kingfisher, Triangle and Village pond**

- Volunteers on 12<sup>th</sup> March cleared Triangle Copse and it is looking very smart and well worth a walk. They also planted a memorial tree for a resident.
- The bench on the Village Green has been taped off and is awaiting repair.

### **iii. Communication working group**

- New newsletter to start being prepared in August for delivery before the drop-in day on 21<sup>st</sup> November.

### **iv. Community Resilience**

- Cllr Salamons will be attending meeting/film by Transition Chichester on Community Resilience

## **13. Reports of meetings attended by Councillors – none**

Cllr Hamilton said that the council could put up many more posters about the new social housing so that locals could apply. For example in the bus shelter, opposite the school, in the shop etc.

**14. Items for inclusion on the next Agenda**

Parish Council Annual Meeting/Parish Council Electors' Meeting

**15. Date and arrangements of next meeting**

Wednesday May 13<sup>th</sup> 2026 at 7pm at the Village Hall.

There being no further business to discuss the meeting closed at 9.00pm

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Cllr Timothy Firmston – Chair

**Birdham Parish Council Meeting 8th April 2026**

**Balances on accounts:**

Current account	£45,028.00
Deposit account	£100,292.10
NS&I	£7,226.52
	<b>£152,546.62</b>

**Received since last meeting**

**£0.00**

**Paid since last meeting**

scribe	subscription	£66.00
betty Geary	litter picking	£70.00
I Whitaker	clerk's salary	£1,088.75
nest	pension	£79.40
Orchard IT	councillor laptops 3	£1,864.80
		<b>£3,168.95</b>

**Payments for consideration**

Scribe	sub	£66.00
Betty Geary	litter picking	£70.00
I Whitaker	Clerk's salary	£1,088.75
HMRC	contributions	£338.31
nest	pension	£79.40
CDC	litter and dog bin emptying	£932.87
Boxgrove Parish Council	telephone contributions	£71.97
I Whitaker	council running costs	£251.91
WSCC	Mobile waste service	£5,339.54
		<b>£8,238.75</b>

**Birdham Parish Council Recon 8th April 2026**

**Bank accounts as of**

Current Account	£45,028.00
Deposit Account	£100,292.10
National Savings	£7,226.52
<b>Total</b>	<b>£152,546.62</b>

Opening balance 01/04/26	£152,546.62
add receipts in the year	£0.00
less expenditure to date	£0.00
<b>Balance</b>	<b>£152,546.62</b>

**Less**

Reserve @ 50% of Precept	£39,451.50
<b>Total</b>	<b>£39,451.50</b>

**Ringfenced Funds**

Op Watershed	£2,400.00
Culvert Ditch Maintenance	£18,000.00
Adams bequest fencing	£9,500.00
CIL Payments	£30,619.38
NHB	£6,327.06
NP	£225.00
Car charging points	£2,250.00
Trees	£4,950.00
Ponds improvement long term	£4,000.00
Resilience	£200.00
Bequeathed land works and maintenance	£2,825.00
Youth	£10,000.00
<b>Total</b>	<b>£91,296.44</b>

**Available Funds**

<b>Total</b>	<b>£21,798.68</b>
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