



EARNLEY PARISH FULL COUNCIL

Minutes of the meeting of Earnley Parish Council held on 22nd September 2025 which commenced at **7.15pm** at Bracklesham Barn, Beech Avenue, Bracklesham.

PRESENT: Cllr's Robert Carey, John Stant, John Williams and Keith Martin

In attendance: Vicky Middleton-Head (Clerk), District Cllr. Elizabeth Hamilton, Iain Ballantyne and 4 members of the public

69.25 APOLOGIES AND REASON FOR ABSENCE

On a proposal by Cllr. Carey, it was **RESOLVED** to accept Cllr. Doel's apology and reason for absence.

70.25 DECLARATIONS OF INTEREST FROM MEMBERS IN RESPECT OF ANY MATTER ON THE AGENDA - None

71.25 PUBLIC QUESTIONS

Are there any plans to return the airman?

Cllr. Stant confirmed that he has the Airman safely stored. Cllr. Martin agreed to investigate how it could be safely returned and put back and whether a wooden sleeper in the ground that the Airman could be fixed to would be required. An offer was received from a member of the public to help transport the Airman with a trailer which was gratefully accepted and Council **AGREED** to re-instate the Airman in time for Remembrance Day in November.

72.25 COUNTY COUNCILLOR REPORT – None as County Councillor Pieter Montyn not present.

73.25 DISTRICT COUNCILLORS REPORT

District Councillor Elizabeth Hamilton confirmed that there was a Full Council Meeting scheduled for Tuesday 24th September and followed by a meeting regarding Local Government Re-organisation. WSCC believe that there should be one big Unitary Council for the whole of Sussex however Chichester District Council thinks there should be two.

The Chichester District Local Plan has now been approved. The A27 will be monitored but Cllr. Hamilton intends to ask if this will be done and is there any data as so far there has been no plans for installing traffic lights and no statistics have been provided with local people relying on Apps for locating traffic congestion. District Councillor Iain Ballantyne advised that he had nothing else to add other than there is a visit on Friday 26th September to Earnley Meadows following correspondence received from local residents.

Cllr. Ballantyne also advised that there is a suggestion that there may be some future changes to Parish Councils with the introduction of Community hubs using old District Council buildings.

Parish Councillor Martin referred to a recent visit by the Chairman of Chichester District Council to the Fossil Bay Development in Earnley and her support of the new housing and asked the District Councillors if she was aware of the Manhood sewerage issues that affect this site in particular? Cllr. Ballantyne advised that she may not have been aware of the issues.

Cllr. Ballantyne finished by advising that there are now Grants available for supporting the night time economy, in particular enabling the hospitality industry to stay open later during the Winter months.

74.25 MINUTES

On a proposal by Cllr. Carey it was **RESOLVED** to agree and sign the minutes of the Full Council meeting held on 28th July 2025 and this was duly completed.

75.25 MATTERS ARISING FROM THE MINUTES NOT ALREADY ON THE AGENDA

Following concerns regarding public safety around the reservoir within the Newey's site in Almodington, Cllr Stant and Vicky Middleton-Head (Clerk) visited and met with the Site Manager and they inspected the pond and found a hole in the fence which the Site Manager confirmed would be reported to the Maintenance Team for repair but otherwise the site appeared to meet safety requirements.

76.25 FINANCE

1. Bank Balance as at date of meeting £97,746.73
2. Payments – On a proposal by the Chairman, it was **RESOLVED** to ratify the payments made on 31st July 2025 and 19th August 2025, agreed by Cllrs. Williams and Martin.

Unity Trust	P28	£6.00
Chalkwood IT Ltd	P29	£22.50
Moore	P30	£283.50
Air Ambulance	P31	£300.00
EWBPC	P32	£25.50
Vicky Middleton-Head	P33	£674.69
WSSC Pensions	P34	£203.38
HMRC	P35	£228.36
EE Limited	P36	£15.00
Unity Trust	P37	£6.00
3. On a proposal by the Chairman it was **RESOLVED** to accept the Financial Statement and Budget Report for August 2025.
4. Finance Review first quarter – Cllr. Carey reported that it is expected that we will come in under budget, as we didn't have a Clerk for first couple of month's so savings have been made from no Clerk salary payments during that time.
5. Budget monitoring year ended 31st March 2026 AS ABOVE
6. On a proposal by Cllr Carey it was **RESOLVED** to accept the Signed External Audit Report for 2025.
7. Review and adopt [Financial Regulations 2025](#) - On a proposal by Cllr. Carey it was AGREED that there was no reason why the Chair should not check the accounts and for a small council our size we don't need 3 year forecasts. It was also agreed to the following changes:
Regulation 5.15 amended to £1,000
Regulation 5.18 amended to £1,000
Regulation 6.8 amended to £750 and £1,000
Regulation 9.1 amended to £750
Following these amendments (previously agreed by the council) and on a proposal by the Chairman, it was **RESOLVED** to adopt the Financial Regulations 2025.
8. On a Proposal by Cllr. Carey it was **RESOLVED** to **AGREE** the contribution of £238 to MPP Project Officer for 2026-27
9. On a proposal by Cllr. Carey it was **RESOLVED** to award £125.00 to Arun & Chichester Citizens Advice rather than the £100 requested as this is what had been budgeted for.
CLERK to action the payment.

77.25 ENVIRONMENTAL MATTERS

1. Flood Prevention

Following the recent email response from Dominic Henley in respect to the Consultant Flood Report and the storm of April 2024 and the comments made by Earnley Parish Council, Cllr. Martin noted that he didn't comment on our request for a full assessment for the Earnley Rife. This was an important point raised so we need to go back to Mr Henley and ask him to support us in this. **CLERK TO ACTION**

Cllr. Carey advised that he has been communicating with Jack Rowe from the Environment Agency since last February regarding the illegal culvert in Earnley. Jack had previously agreed with Southern Electric that this should be removed or replaced but still nothing has been done to either remove it or replace it with a larger one. Cllr. Carey proposed that if we don't get a response that we should write a letter to the Area Director to escalate our concerns as the Environment Agency have the powers to enforce so we should ask that they use these powers. If Cllr. Carey does not receive a reply by 10 October 2025, it was AGREED that the letter should be sent by the Clerk.

2. Public Rights of Way

Cllr. Martin advised that the finger post located to the east of the Church appears to have been snapped off and requires fixing back into the ground. Cllr. Martin also advised there is damage to the other two arm finger post located near the bridge that also appears to be snapped off at ground level.

CLERK TO INVESTIGATE

By resolution the Parish Council may decide to exclude the Press and the Public from any part of the meeting¹

¹Public Bodies (Admission to Meetings) Act 1960

Following continued concerns regarding traffic in Almodington, Cllr. Stant advised that he and a local resident conducted a review of traffic and confirmed that the speed limit throughout Almodington is 30mph. Cllr. Stant advised that in order to request any traffic calming measures we need to supply evidence of the average speed of traffic along with evidence of local community support. Whilst Cllr. Stant was confident that currently we don't have a case for reducing the speed limit it was AGREED that signage could help deal with the volume of traffic and proposed the following:

Width Limit (except for access) on Almodington Lane.

Signage to direct HGV traffic northwards at the western end of Mapsons Lane and possibly the western end of Easton Lane.

The central white line to be restored on Almodington Lane and the white lines in Earnley village centre to be restored along with the SLOW signs repainted on Clappers Lane to avoid collisions.

White line to indicate the area deformed by tree roots (100m south of Second Avenue) with SLOW signs painted on the road for both southbound and northbound traffic.

In addition, Cllr Stant suggested that we investigate the possibility of a permanent speed warning device for southbound traffic (south of Second Avenue or south of Easton Lane) and for northbound traffic just south of Third Avenue

It was agreed that it wasn't possible to reduce the narrowing of the road due to agricultural traffic, and horses wouldn't tolerate false cattle grids although rumble strips positioned at existing gateways might be an alternative. **CLERK TO INVESTIGATE** what can be done.

There also is now a width limit going from Easton Lane. This may be SIDLESHAM Parish Council that requested it and **CLERK TO INVESTIGATE** who requested this as what was required in order to arrange this. In addition, the Gateway located on Bookers Lane is now hidden by overgrown vegetation.

CLERK TO OBTAIN A QUOTE to clear this and repeat annually.

The Clerk advised that WSCC Highways Department had been notified of overgrowing vegetation on Almodington Lane which had been scheduled for cutting back and a large branch causing a minor highway obstruction in Earnley which had now been cleared. Clerk advised that she welcomes notifications by email of any highway concerns which she is happy to report to the Highways Department.

3. Sea defences at Medmerry

Sarah Lupton from the Environment Agency advised that they are going to finish the shingle works and Cllr. Martin advised that he believes that this has now been completed.

4. Update from Environment Group

NO UPDATE provided as Cllr. Doel was not present at the meeting.

78.25 HIGHWAY MATTERS

1. Bus Shelter and Notice board First Avenue – Council AGREED to retain the existing bus shelter and noticeboard but cut back overgrown vegetation and apply a wood stain to the existing shelter. Council propose to remove the Noticeboard from Bookers Lane and re-position in the bus shelter on Bell Lane. **CLERK TO** establish if permission is required from Stagecoach and **OBTAIN A QUOTE** for removal and re-positioning.

2. Bike Stands Bell Lane and Bracklesham Lane – A new Contractor has been sourced by the Clerk and awaiting a QUOTE before works can proceed

3. SIDS Cllr. Stant advised that he is reviewing the data collected from the speed indicator devices during the Summer with the Clerk.

4. Litterpicking – The Clerk advised that she is now aware of what is required to arrange a litterpicking event and Cllr. Carey proposed that this is arranged for the Autumn.

79.25 Q&A SESSION WITH JESS BROWN-FULLER SCHEDULED FOR 31st October 2025

The Clerk has produced a leaflet for Parish residents advertising the event which Council AGREED should be sent by email 2 weeks before and also displayed on the noticeboards and in the book shelter to encourage good attendance. **CLERK TO ACTION**

80.25 REPORT ON EXTERNAL MEETINGS

Cllr Carey attended the recent WSALC meeting. Trevor Leggo, Chief Executive of WSALC advised that of all the things he dealt with the single item that took most time was dealing with conflict from Parish Council Meetings. Mr Leggo also encourages Parish Councils to plan for Resilience (Planning for Emergency) The most important thing is to have a place of safety, Earnley Church is never locked so could be used as a place of safety in an emergency and was used in the evacuation from Medmerry Park flooding last year. Local Parishes are meeting to discuss combining to create an Emergency Plan with Bracklesham Barn being an ideal place of safety in an emergency. Mr Leggo also covered Government Re-organisation and advised that WSCC had advised that if it is agreed for 1 Unitary it would save £45m but if it is 2 it will only save £18m Devolution would also see Parishes take on community assets and it was suggested raising the precept to cover costs related to taking on assets.

81.25 ITEMS FOR NOTING ON FUTURE AGENDAS

None

Meeting ended at 8:35pm