



EARNLEY PARISH FULL COUNCIL

Minutes of the meeting of Earnley Parish Council held on 27th July 2026 which commenced at 7.27pm at Bracklesham Barn, Beech Avenue, Bracklesham.

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

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

49.26 APOLOGIES AND REASON FOR ABSENCE - None

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

51.26 PUBLIC QUESTIONS

A member of the public and resident from Second Avenue advised Council that she would like to find a safer way of riding her horse through the villages and asked the following questions:

1. **2 years ago residents received a questionnaire regarding safer lanes – is there any progress on this?**
Cllr. Stant advised that quiet lanes only provide signage which doesn't really resolve the problem however signage itself could be installed by the Parish Council and whilst happy to cover the cost permission would still need to be sought from WSCC. **Parish Council to review signage with WSCC Highways Department.**
2. **Reduced width of road opposite Poplars Farm due to overgrown hedge – Is there an update on this?**
Whilst previous council minutes noted that this was reported to WSCC this has still not been cut back and still causing a problem for horseriders as cars have to pull across further to pass.
Clerk confirmed that this has been reported but there was a problem with establishing responsibility, but the **Clerk will contact WSCC with new photos showing the white line along with measurements of that section of lane and will report again as a health and safety issue.**
3. **Can the existing footpath at the end of Second Avenue to Somerley Lane be upgraded to a bridleway?**
Cllr. Stant suggested that the upgraded path should go around the field instead of across it along with a new bridge suitable for the weight of horses. The Clerk has already written to the Church Commissioners but with no response so **Clerk to liaise with Rights of Way Officer for advice.**
Cllr. Carey advised that Footpath 2 will also be upgraded to bridleway from Clappers Lane to Bracklesham enabling residents to travel to Bracklesham without having to use the roads.

Cllr. Doel confirmed that hedges have been reported to WSCC several times and agreed with the member of the public that there is a need for more bridleways for both cyclists and horse riders and that the volume and speed of traffic through the lanes should have cattle style grids (inc. "faux grids") installed which would be a better deterrent to slow cars down.

A member of the public advised Council that work appears to have started at the Birdham site and asked if permission had now been approved, Cllr. Stant confirmed that it has.

52.26 MINUTES

On a proposal by Cllr. Carey, it was **RESOLVED** to agree and sign the minutes of the Full Council meeting held on 18th May 2026 and this was duly completed.

53.26 MATTERS ARISING FROM THE MINUTES NOT ALREADY ON THE AGENDA

Clerk advised that East Wittering and Bracklesham Parish Council did not intend to make repairs to the Bracklesham Lane Fingerpost at the end of Clappers Lane and Council agreed that they would not take responsibility for making the repairs which had previously been quoted at £2,400

54.26 COUNTY & DISTRICT COUNCILLORS REPORT

District Councillor Iain Ballantyne advised he was elected Chair of Harbour Conservancy on 3rd July and Council congratulated him of his achievement.

Councillor Ballantyne confirmed that Chichester District Council has now acquired 51 spaces for temporary housing for people in the District that find themselves temporarily homeless.

The Local Plan is now being re-worked to include the extra 20% housing allocation required by the Government.

Surplus funds of £365,000 have enabled CDC to offer grants to businesses and support welfare issues locally and the

new Leisure contract will also generate additional monies.

Food waste collections have been a great success with over 80% of residents using the service which equates to approximately 154 tonnes of waste per week.

To conclude, the current position regarding Fossil Bay is that BDW Homes have submitted an appeal against the restriction regarding occupation but Chichester District Council will not make a decision until the Planning Inspector decides, although it is likely that the current application will be reviewed in September at the Planning Committee meeting and Chichester District Council is meeting Wednesday with MP Jess Brown-Fuller and BDW Homes regarding the current situation.

District Councillor Ballantyne and two members of the public left the meeting 19.58pm

55.26 NEW POLICIES

On a proposal by Cllr. Robert Carey, it was **RESOLVED** by all Councillors to adopt the following new policies with one amendment to the Grant Awarding Policy agreed:

1. [Investment Strategy](#)
2. [Grant Awarding Policy](#)

Council agreed the amendment on Item 11 to be changed to state that ***all grants awarded at the discretion of the Council may be subject to regular reporting to Earnley Parish Council to demonstrate progress and the achievement of community benefit.***

3. [Model Publication Scheme](#)

56.26 FINANCE

1. Bank Balance as at date of meeting **£ 136,624.46**

2. On a proposal by the Chairman, it was **RESOLVED** to ratify the payments made on 19th May 2026 and 16th June 2026

EWBPC	£ 26.50	EWBPC	£ 26.50
Chichester District Council	£238.00	Vicky Middleton-Head	£773.26
SLCC	£495.00	HMRC	£272.75
Vicky Middleton-Head	£645.14	WSCC Pensions	£202.68
HMRC	£215.10	EE Mobile	£ 17.00
WSCC Pensions	£167.90	Unity Trust Bank	£ 7.00
Mulberry LAS Ltd	£175.50		
Parish Online	£ 45.00		
Zurich Insurance	£396.00		
EE Mobile Ltd	£ 16.50		
Unity Trust Bank	£ 7.00		

3. On a proposal by the Chairman, it was **RESOLVED** to accept the Financial Statement for 30th June 2026 and advised that the accounts are on budget for the year, with a saving of £500 from the amount budgeted for the mobile waste service tip but £700 over on sundry expenses due to funding the legal report on the Earnley Manor Close field.
4. Cllr. Carey reported that the quarterly inspection of the accounts for the First Quarter found all in order, having checked bank statements against the cashbook and cross-referencing some invoices. The VAT had been completed with monies refunded for the total amount claimed. Cllr. Carey made a recommendation for investing some of the monies in the Unity Trust current account which will be discussed later in the meeting.
5. On a proposal by the Chairman, it was **RESOLVED** to accept the Transparency Report for the First Quarter for the year ending 31st March 2027
6. £495 is already earmarked leaving £500 in the budget for grant applications in this financial year. On a proposal by the Chairman, it was **RESOLVED** to award the following grants to:
 1. [Air Ambulance](#) – Council **RESOLVED** to award them £200
 2. [Chichester Foodbank](#) – £0.00
 3. [4Sight Vision](#) – £0.00
 4. [Witterings Community Minibus](#) Council **RESOLVED** to award them £100
7. On a proposal by the Chairman, it was **RESOLVED** to invest £110,000.00 in the following:
 1. £70,000.00 in Unity Trust 6-month Fixed Term Savings Account
 2. £40,000.00 in Unity Trust Instant Access Account

57.26 MOBILE WASTE SERVICE

On a proposal by the Chairman, it was **RESOLVED** to agree the continued support of the service from 31st March 2027.

58.26 EMERGENCY PLAN – On a proposal by the Chairman, it was AGREED to create a joint NEW Emergency Plan with EWBPC and Cllr. Carey requested that the Clerk provide a draft copy of the plan so that Council can review it.

59.26 ENVIRONMENTAL MATTERS

1. Flood Prevention

Cllr. Doel and the Clerk have liaised with the WSCC Flood Prevention Team and discussions are ongoing regarding the ditch on Almodington Lane and who owns the land. Council AGREED that the **Clerk should do a land registry search of the land to establish who owns the ditch.**

2. Public Rights of Way

Cllr. Stant advised that the multi-use path across the Horse field next to Earnley Place, is overgrown to the south end of the path – **Clerk to report this to WSCC**

3. Sea defences at Medmerry

No change

4. Update from Environment Group

Cllr. Doel suggested liaising with BRiCS regarding completing some verge works in Earnley village conservation area. (particularly from the bridge at Clappers Lane to the start of Drove Lane) **Clerk to send letter to Andrew North** regarding signage location request and seeking assistance in tidying the verge areas.

60.26 HIGHWAY MATTERS

1. Bus Shelter and Notice board First Avenue maintenance – Council **AGREED** that the stand alone solar panelled stand should be used and bolted to the concrete at the front of the existing shelter and Cllr. Doel advised that the new defibrillator should be a semi-automatic one. **Clerk to contact WSCC for permission to site the unit on the bus shelter site and to contact Simon Barlow at CDC to approve using CIL funding to cover the cost.**

2. Bike Stands Bell Lane and Bracklesham Lane – Clerk confirmed this has now been completed, Cllr. Stant noted that the Contractor had done a good job with the installation.

3. SIDS – Council noted that SIDS are being well managed and regularly sited around the Parish and from the data recorded there is a large volume of vehicles coming through Almodington Lane, with 500 cars on one day at the start of the heatwave. – Cllr. Martin asked could CIL money be used to paint SLOW signs on Almodington Lane and Clappers Lane – Clerk advised CIL monies can only be used for new infrastructure and not maintenance of existing signage but **Clerk will establish the cost from WSCC** and advise Council in next meeting.

4. Litterpicking – Cllr. Stant confirmed that he has the litter picking sign and Cllr. Carey requested that it is scheduled for October 2026

5. Finger Post repair – Council **RESOLVED** to agree the quote for the repair in Clappers Lane.

61.2 A27 FUNDING – Council **RESOLVED** for a letter of support to be sent to MP, Jess Brown Fuller regarding her A27 campaign. Cllr. Carey will compose a letter with a copy sent to Council for amendments and approval.

62.26 REPORT ON EXTERNAL MEETINGS

Cllr. Stant advised that he attended a GLAM meeting but nothing further to report

63.26 ITEMS FOR NOTING ON FUTURE AGENDAS - None

Meeting closed 20.50pm

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