



FISHBOURNE PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on Wednesday
21 January 2026 at 7pm held at the Fishbourne Centre, Blackboy Lane, Fishbourne

Present: Cllr. H. Marshall (Vice Chair), Cllr. R. Burgess and Cllr. P. Stone.

In attendance: Mrs. L. Wright [Clerk to the Council/RFO], D/Cllr. A. Moss and 3 members of the public

- 26/1 Apologies for absence.** Cllrs. Bates, Copestake, Hand, Hunter and Mason sent their apologies and reasons for absence which were accepted by the Council. D/Cllr. Johnson also sent apologies. As the Chair was absent the meeting was chaired by Cllr. Marshall the Vice Chair.
- 26/2 Casual Vacancy**
There has been no response to the advertisement. The Clerk to continue advertising. **LW**
- 26/3 Declarations of interest by Councillors on any of the agenda items.** None.
- 26/4 Minutes of the meeting held on 8 December 2025.**
It was unanimously resolved to approve the minutes of the meeting and the Vice Chair duly signed them as an accurate record.
- 26/5 County Councillor's Report**
C/Cllr. Joy had submitted a summary of the WSCC full council meeting and information on Chemroute. D/Cllr. Moss reported that Chemroute had been split into smaller sections. The sections Chichester to Fishbourne and Fishbourne to Bosham were judged to be the best value for money. No funding is currently available from Active Travel, West Sussex County Council or National Highways. CDC has funding within CIL, but cannot commit to this scheme at present as there are other schemes competing for this funding.
- 26/6 District Councillors' Report**
Reports from the Harbour Villages' Councillors had been received by Councillors prior to the meeting concerning: environmental coastal clear up; work by Southern Water to repair and improve sewerage system; Transport Infrastructure Management Group (TIMG) being set up; changes to the National Planning Policy Framework; Planning Bill; Mayoral elections delayed until May 2028; decision being taken by Government regarding County Council elections; review of Conservation Area character appraisals; waste food collection service being advertised in February; and support for initiatives to boost the economy.
D/Cllr. Moss explained that parishes are to be asked to be part of a forum assisting the TIMG. The Full Council approved the Corporate Plan to ease transition to the new Unitary Authority.
D/Cllr. Moss was asked about the environmental clean-up operation response to the lost containers. WSCC was co-ordinating but the response was admittedly slow from authorities and the volunteers who reacted quickly were praised. Ultimately there will be no cost to the Council as the Insurers will cover the costs.
D/Cllr. Moss thanked Cllr. Marshall for her help in branding in her role for the Chichester BID.

26/7 Clerk's Report

The Council's response to the consultation on Local Government Reorganisation was submitted. All Councillors will need training in GDPR before March. The Clerk to arrange. The Clerk attended Highways briefings on Flood Risk Management Strategy and Social Value. Cllr. Marshall will be attending a planning training session and a CDALC meeting on 10 February and the Bournes Forum meeting with Cllr. Bates on 26 January. The Clerk is attending a webinar on the NPPF on 20 January.

Standing orders were suspended to allow discussion with members of the public.

26/8 Questions from members of the public.

A member of the public spoke on his planning application for The Meadows, Clay Lane and asked for the support of the Council.

Another member of the public spoke of her shame that there was nothing in Fishbourne to commemorate Remembrance Day and she suggested the Council install silhouette soldiers at Creek End and Deeside Avenue.

Standing orders were reinstated.

26/9 Planning

26/9.1 Planning Applications

The Clerk to submit the agreed responses to the Local Planning Authority. **LW**

26/9.1.1 FB/25/01160/FUL - Lily Whittaker. Apuldram Meadow Land West Of Apuldram Lane South. Managed realignment of existing coastal defences including removal of existing embankment erosion protection, the construction of a new setback embankment and creation of saltmarsh habitat.

AGREED RESPONSE – NO OBJECTION. Comment: The Parish Council appreciates the fact that Chichester Harbour Conservancy has fully engaged with the Council over the planning of this project.

26/9.1.2 FB/25/02785/DOM - Mr and Mrs Pullen. Meadows Clay Lane Fishbourne. Retrospective s73a erection of a car port, boundary fencing and gate.

AGREED RESPONSE – NO OBJECTION. Comment: The Council is happy with this structure.

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26/9.1.3 FB/25/02901/LBC - Mr & Mrs A Hinton. Mermaid Cottage Main Road Fishbourne. Broadband-internet connection.

AGREED RESPONSE – NO COMMENT

26/9.1.4 FB/25/02940/DOM - Adele Thorpe. 11 Halfrey Road Fishbourne Replacement single storey garage with office/workshop.

AGREED RESPONSE – NO COMMENT

26/9.1.5 FB/25/03052/LBC - Ms Jane Flemming. Pendrills Mill Lane Fishbourne. Internal and external alterations and repairs, construction of a new single storey extension, demolition of existing single storey extension and replacement with new glazed entrance. Removal of existing rear outbuilding. (S73 variation of condition 2 of permission 21/02210/LBC - amendments to single storey garden room extension).

AGREED RESPONSE – NO COMMENT

26/9.1.6 FB/25/03063/DOM - Ms Jane Flemming. Pendrills Mill Lane Fishbourne. Internal and external alterations and repairs, construction of a new single storey extension, demolition of an existing single storey extension and replacement with new glazed entrance. Removal of existing rear outbuilding. (S72 variation of condition 2 of permission 21/02209/DOM - amendments to single storey garden room extension).

AGREED RESPONSE – NO COMMENT

26/9.2 Planning Decisions

The following decisions by the Local Planning Authority were noted:

26/9.2.1 FB/25/02444/DOM - Mr & Mrs Copestake. Blackberry House 4 Blackboy Lane Fishbourne. Single storey side extension.

- FPC – NO COMMENT CDC - PERMIT
- 26/9.2.2 FB/25/02279/DOM - Ms Jane Flemming. Pendrills Mill Lane Fishbourne. Proposed internal and external alterations and repairs, construction of a new single storey extension, demolition of an existing single storey extension and replacement with new glazed entrance. Removal of existing rear outbuilding. Section 73 application to vary Condition 2 (approved plans) of householder planning permission FB/21/02209/DOM - amendments to the single storey garden room extension.
FPC – NO COMMENT CDC - REFUSE
- 26/9.2.3 FB/25/02429/LBC - Ms Jane Flemming. Pendrills Mill Lane Fishbourne. Proposed internal and external alterations and repairs, construction of a new single storey extension, demolition of an existing single storey extension and replacement with new glazed entrance. Removal of existing rear outbuilding. Section 73 application to vary Condition 2 (approved plans) of listed building consent FB/21/02210/LBC - amendments to the single storey garden room extension.
FPC – NO COMMENT CDC - REFUSE
- 26/9.2.4 FB/25/02401/DOM - Mr and Mrs Budd. Brylands 50 Salthill Road Fishbourne. 1 no. annexe to provide ancillary residential accommodation.
FPC – OBJECTION Overdevelopment of the site. Does not seem to meet the requirements in the Local Plan for ancillary accommodation (Chichester Local Plan 2021-2039 Policy P7 g.)
CDC - WITHDRAWN
- 26/9.2.5 FB/25/02695/ELD - Mr L Sayer. Lower Turnpike Nursery 1 Appledram Lane South Fishbourne. Existing lawful development - use of 3 no. buildings for B8 [storage] purposes.
FPC – NO COMMENT CDC – PERMIT
- 26/9.2.6 FB/25/02899/TPA - West Sussex Highways, Grass/Road Verge To The Front Of 2 West View Salthill Road Fishbourne. Fell 1 no. Oak tree (quoted as 1010000, TPO'd as T2) subject to FB/69/00042/TPO.
FPC – NO COMMENT CDC - PERMIT

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26/10 Meeting re Fourways, Clay Lane

The Clerk and Cllr. Marshall met with the agent and owner of Fourways and discussed potential development of the site. There are issues with the settlement boundary and sewage, which the owner is seeking to overcome. D/Cllr. Moss said that sewage flow could be mitigated off-site to solve this problem. The subject of a possible roundabout at the intersection of Clay Lane and Salthill Road was mentioned as possibly being promoted through this development, and the owner, whilst he did not consider this a priority, was favourable to the suggestion.

The Vice Chair brought forward item 11 on the Agenda *The Public Realm* for discussion.

26/11 The Public Realm

26/11.1 Village Gateway Working Group

The group will meet once all members have availability.

GM/LH/DC

26/11.2 Soldier Silhouettes

The Council discussed the suggestion that it should purchase soldier silhouettes at Creek End and Deeside Avenue. The Councillors present were supportive of a silhouette at Creek End and asked the Clerk to investigate possible positions and fixings. Deeside Avenue was not thought a good location, but the Fishbourne Centre was considered as a possibility and the Clerk asked to find out whether this would be acceptable to the Centre. There was discussion that this would be put in the budget for installation in 2028 to commemorate the 110th anniversary of the end of WWI, but the member of the public had a preference for sooner. It was decided to discuss this topic again when more Councillors are present.

LW

1 member of the public left.

26/11.3 Public Space Protection Order – Dog Control (PSPO)

The Clerk was asked to write in support of continuing the PSPO in Fishbourne and to ask whether Emperor Way and the roads around the Mill Pond can be included.

LW

26/12 Travel and Transport

26/12.1 Community Highways Scheme in Clay Lane

The Clerk has written to seek support from C/Cllr. Julian Joy.

26/12.2 Potential Traffic Regulation Orders (TRO) at junctions of Halfrey Road and Newport Drive

Cllr. Bates had visited the resident who did not support an order in Halfrey Road and discussed the particular parking issues in this area. Due to concern about worsening the existing parking conditions, the Council decided not to pursue this order at this time, but to concentrate efforts on Newport Drive. The Clerk was asked to initiate the process of applying for a TRO on the junction of Newport Drive and Salthill Road.

LW

26/13 Meetings

26/13.1 The Council resolved to change the September meeting date from Wednesday 16 September to Wednesday 9 September.

LW

26/13.2 The Council decided to cancel the speaker from the Rivers Trust and to have Diane Shepherd from Chichester District Council as the sole main speaker on Local Government Reorganisation. D/Cllr. Moss offered to assist with the presentation.

LW

The Council considered consulting the public about projects such as the soldier silhouettes, but no conclusion was reached.

26/14 Finance

26/14.1 The Council noted that the accounts were checked and the bank reconciliation at 31.12.25 was checked and signed by Cllr. Marshall. The Council agreed the reconciliation.

26/14.2 The Council noted the current financial position. There were no questions.

26/14.3 Payments and Receipts

26/14.3.1 The Council noted the following payments for December totalling £2569.11

Date paid	Payee name	Transaction details	Amount paid
1.12.25	WSSC Pension Fund	Clerk's pension November	389.99
2.12.25	Chalkwood IT	IT services December	90.51
2.12.25	SRP Design and Print	Village Voice December	382.00
16.12.25	Garraway Gardening	Gardening December	312.50
27.12.25	L Wright	Clerk's salary December	1388.11
31.12.25	Unity Trust Bank	Service charge	6.00
		TOTAL	2569.11

26/14.3.2 The Council noted receipt of £247.12 into the bank in December in respect of £100 debt repayment and £147.12 interest.

26/14.4 To note that a precept of £73023 was requested from Chichester District Council.

26/15 Reports

26/15.1 The Fishbourne Centre: There will be a meeting of Directors this month but Cllrs. Marshall and Bates are not available to attend.

26/15.2 Fishbourne Playing Fields Association: Riparian duties carried out on western boundary of the field.

26/15.3 Meetings with outside bodies: None.

26/15.4 Parklands & Fishbourne Flood Protection Group: No update.

26/16 To note the next Full Council meeting will be on Wednesday 18 February.

The meeting closed at 8.31pm

Signed

Date