



CHICHESTER  
HARBOUR  
CONSERVANCY

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16 June 2025

## CHICHESTER HARBOUR CONSERVANCY

The **Annual Meeting of Chichester Harbour Conservancy** will be held at **14.00** on **Monday, 7 July 2025** at County Hall, Chichester.

### AGENDA

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#### PART 1

**1. Election of Chairman for 2025/26**

The following nomination has been received:

Pieter Montyn – nominated by Jeremy Hunt  
seconded by Ann Briggs

**2. Election of Vice-Chairman for 2025/26**

The following nomination has been received:

Jackie Branson - nominated by Pieter Montyn  
seconded by Roger Price

**3. Apologies for Absence**

**4. Conservancy Representatives**

To note that the following have been appointed by the constituent local authorities as members of the Conservancy for the three-year term beginning 1 July 2023.

**Hampshire County Council**

Ann Briggs  
Lance Quantrill  
Roger Price  
Jackie Branson

**West Sussex County Council**

Donna Johnson  
Sarah Payne  
Jeremy Hunt  
Pieter Montyn

**Chichester District Council**

Iain Ballantyne  
Stephen Johnson

**Havant Borough Council**

Gillian Harris  
Andrew Briggs

**Advisory Committee**

Robert Macdonald  
Alison Wakelin  
Simon Radford

**5. Declaration of Interests**

Members and officers are invited to make any declarations of personal or prejudicial interests that they know they may have in relation to items on the agenda (or at any stage during the meeting if it then becomes apparent that this may be required when a particular item or issue is considered).

**6. Part 1 Minutes of the Meeting held on 31 March 2025**

To approve the Part 1 minutes of the meeting held on 31 March 2025 (page 1).

**7. Chairman's Update**

To note the verbal report from the Chairman.

**8. Advisory Committee**

- a) To receive the Part 1 minutes of the Advisory Committee held on 23 June 2025 (to follow).
- b) To consider nominations to the Advisory Committee for the next three-year term commencing November 2025 (page 7).

**9. Appointment of Committees and Working Groups**

To consider a report by the CEO regarding changes and membership of the Conservancy's Committees and Groups for the forthcoming year (page 14).

**10. Appointment of Representatives to Outside Bodies 2025/26**

To appoint a member of the Conservancy to serve on each of the following bodies (the members proposed, based on appointments for 2024/25 are shown in brackets):

- |  |   |
|--|---|
| (a) The Standing Conference on Problems Associated with the Coastline (SCOPAC) | <b>(Jackie Branson)</b>                     |
| (b) Solent Forum   | <b>(Jackie Branson)</b>                     |
| (c) Thorney Island Conservation Group  | <b>(Heather Baker)<br/>(Jackie Branson)</b> |
| (d) FiPL Local Assessment Panel  | <b>(Ann Briggs)<br/>(Pieter Montyn)</b>     |
| (e) West Sussex Climate Change Board   | <b>(Donna Johnson)</b>                      |

**11. Chief Executive Officer's Primer and Dashboard**

To note the reports from CEO (page 28).

**12. Port Marine Safety Code**

To note the report from the Harbour Master (page 31).

**14. Chichester Harbour National Landscape Management Plan 2025-2030**

To consider the report from the National Landscape Director (page 33).

**15. Budget Monitor Report to 31<sup>st</sup> May 2025**

To note the report from the CEO and the Finance Manager (page 35).

**16. Clerk and Treasurer Appointments**

To note the report from the Clerk of the Conservancy (page 41).

**17. Timetable of Meetings for 2026**

To approve the dates proposed for Conservancy meetings during 2026 (page 42).

**18. Members Record of Attendance for 2024/25**

To note the report from the CEO (page 43).

**19. Langstone FCERM Scheme**

To approve the in-principle changes to the CHC/TCE lease to enable the construction of Langstone FCERM scheme (page 45).

**20. Works Licence**

- (i) To approve the Works Licence for Langstone Mill Pond Sea Wall (Page 50)
- (ii) To approve the Works Licence for Oyster Baskets (Page 59)
- (iii) To approve the Works Licence for Chichester Oyster Reef (Page 65)
- (iv) To approve the Works Licence for Dell Quay Grain Store (Page 71)

**21. Exclusion of Press and Public**

To consider the exclusion of the press and public for the next agenda item on the grounds that the publicity would prejudice public interest by reason of the confidential nature of the business to be discussed.

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**PART 2 (Confidential Item)**

(for members of the Conservancy and the Advisory Committee only)

**22. Part 2 Minutes of the Conservancy Meeting held on 31 March 2025**

To approve the Part 2 minutes of the meeting held on 31 March 2025 (page 75).

**23. Advisory Committee**

To receive the Part 2 minutes of the Advisory Committee held on 23 June 2025 (if any, to follow)

**24. Chief Executive Officer's Update**

To note a verbal update from the CEO.

**25. Itchenor Toilet and Shower Provision**

To consider a report from the Harbour Master (Page 79).

**26. Risk Assessment**

To note the updated Risk Assessment by the CEO (page 83).

**27. Finance, Risk and Audit Group Minutes**

The Finance, Risk & Audit Group has met once since the last meeting, on 11 June 2025. Members wishing to raise matters of strategic importance or policy arising from the meeting of the Finance, Risk and Audit Group may do so under this item (page 91).

## **28. Leases and Licences**

To approve the terms of the following agreements:

- (i) Manor Farm (Salterns Way) (page 98)
- (ii) Harbours Edge, Cobnor Footpath (Page 101)

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**Conservancy members:** Iain Ballantyne, Jackie Branson, Ann Briggs, Andy Briggs, Gillian Harris, Jeremy Hunt, Donna Johnson, Stephen Johnson, Robert Macdonald, Pieter Montyn (Chairman), Sarah Payne, Roger Price, Lance Quantrill, Simon Radford, Alison Wakelin.