

UPPER BEEDING PARISH COUNCIL

Minutes of the Parish Council meeting held on Tuesday 2 April 2019 at 7:30pm in the Beeding & Bramber Village Hall.

Present: Councillors: S. Birnstingl (Chairman), A. Chilver, V. Cook, R. Harber, I. Ivatt, T. Kardos, P. Kentell, J. Rowland, J Shaw, C. Verney, C. Warren.

Also present: Clerk: Colette Harber, District Councillor – David Coldwell

1 member of the Public

C:0419:01 Apologies for absence

Apologies were received and accepted from the Clerk: Celia Price

C:0419:02 Declaration of Councillors personal or prejudicial interest

The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011).

C:0419:03 Public Adjournment

There were no questions.

C:0419:04 Minutes of the last meeting

The minutes of the meeting dated 19 March 2019 were approved as a true record and signed by the Chairman.

Proposed Cllr Shaw; seconded: Cllr Ivatt and agreed by all.

C:0419:05 Matters arising from the minutes

There were no matters arising.

C:0419:06 Neighbourhood Wardens

The Neighbourhood Warden report for March 2019 was circulated prior to the meeting; the contents were noted.

In the discussion that ensued, Cllr Ivatt wished to spend time with the wardens when they were on their daily duties, in order that he could understand their work better.

Cllr Harber reported that an instance of fly-tipping had recently occurred in the car park, close to the children's play area. The rubbish, which had been put in flimsy plastic bags contained broken glass and a few household items. It was felt that, whilst the bag of rubbish had been removed very quickly, the person(s) who had left it was extremely irresponsible as anyone could have fallen over the bag and cut themselves on the glass.

C:0419:07 Neighbourhood Warden Contract

The new proposed agreement for the provision of a Neighbourhood Warden Scheme together with the responses received from Horsham District Council by the Clerk, Celia Price, were circulated prior to the meeting.

In the discussion that ensued, the Parish Council did not sign the agreement, instead it wished to wait until the Clerk had received advice from Trevor Leggo, SALC, re the matter.

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The Council also noted that Bramber Parish Council had already signed the agreement, whilst Steyning Parish Council had not.

C:0419:08 Report from County Councillor

There was no report.

C:0419:09 Report from District Councillor

District Councillor David Coldwell reported that the situation opposite Tottington Drive (Small Dole) where large quantities of hardcore and rubbish are being dumped, remained on his agenda and he would be checking with both HDC and the Environment Agency.

Cllr Coldwell advised that 600 families were on the housing list in HDC area and that, over the next eighteen months, 60 houses would be built. It was noted from his report that HDC were holding the sum of £12m to build affordable housing, some of which would be granted to Saxon Weald to build social housing.

Cllr Coldwell further reported that the South Downs National Park signs had been installed in Small Dole.

Questions were invited from Councillors and the following was raised;

- an enquiry as to where the land for affordable homes might be
- the suggestion that the land adjacent to Pound Lane be used for affordable housing
- the suggestion that affordable homes should be for local key workers in the first instance.

C:0419:10 Neighbourhood Plan

The February/March Neighbourhood Plan report from Sean Teatum was received and noted.

The Parish Council expressed appreciation to Sean and the all the team for the extraordinary work they have put into the Upper Beeding Neighbourhood Plan.

C:0419:11 The Future of Neighbourhood Planning

A report from Trevor Saunders, Interim Head of Strategic Planning at HDC was received and noted.

In the discussion that ensued concern was expressed that the work undertaken by the Neighbourhood Planning team might be wasted. However, the Chairman felt that the process should be completed but expressed concern re existing housing applications, in particular in Small Dole.

He also commented that he understood that Bramber Parish Council had decided to continue with its Neighbourhood Plan.

C:0419:12 Action List

This item was carried forward to the next meeting

C:0419:13 Upcoming Events

The following events were noted:

- 6th April – Beeding and Bramber Showcase
- 24th April – Annual Parish Meeting

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In the discussion that ensued, Cllr Shaw asked for a volunteer to help her at Upper Beeding Showcase and that a request should be made to Sean Teatum to see if he had any suitable village photographs.

In response, the Clerk reported that she would be attending the event in her role as the Cemetery Clerk for Botolphs Cemetery and would gladly assist. She would also prepare the material required and transport it to the Village Hall. It was also noted that the Parish Clerk had already taken some photographs prior to her going on holiday.

The Chairman and several other councillors reported that they would be attending the launch of Plastic Free Steyning, Bramber and Upper Beeding on the same day.

The Chairman reported that the published list of candidates for the forthcoming local and district elections would be available on the HDC website after 4.00pm on 4 April 2019.

C:0419:14 Governance

In introducing this topic, the Chairman felt that the current committee structure used by UBPC should be reviewed, periodically.

In his observations of other local Councils, he commented that some councils operate their committees with smaller groups and if UBPC had its full complement of councillors, then should it operate in a similar manner?

In the discussion that ensued, Cllr Ivatt felt that, having been involved with another local council for a while, he preferred Upper Beeding's current structure as every Councillor were was aware of all aspects of the Parish.

Cllrs Harber and Warren commented that the current JPCC of six Councillors (2 from each Parish) works well with people with expertise.

Councillors also noted that the Clerk: Celia Price would recommend improving UBPC's governance by setting up a specialised finance committee as an area to focus on.

All Councillors to discuss the matter further at a subsequent meeting.

C:0419:15 Grant Request

Details of grant requests from Steyning Area Minibus and Age UK were circulated prior to the meeting.

Both applications were discussed and it was resolved to donate:

- £300 to Steyning Minibus
- £300 to Age UK

Proposed: Cllr Kardos, seconded Cllr Harber and agreed by all.

Cllr Verney raised a point of principle, saying that just because these organisations received a grant last year, it should not necessarily follow that they would receive a grant every year. Noted.

C:0419:16 Bank Reconciliation

The bank reconciliation was circulated prior to the meeting. It was approved at the meeting and signed and dated by the Chairman.

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Proposed: Cllr Warren seconded: Cllr Kentell, and agreed by all.

C:0419:17 Schedule of payments

It was resolved that the schedule of invoices for payment as circulated totalling £6,354.55 be approved.

Proposed: Cllr Verney, seconded: Cllr Kardos and agreed by all

C:0419:18 Salary and associated payments

The schedule of salary and associated payments was reported and noted.

C:04:19:19 Correspondence

All correspondence as emailed to Councillors in advance of the meeting was noted together with correspondence received by the Chairman from Seafarers UK relating to 'Fly the Red Ensign for Merchant Navy Day' on 3rd September 2019.

Cllr Shaw suggested that the Red Ensign be flown on the flag pole at the Village Hall.

C:0419:20 Chairman's Announcements

The Chairman reported that:

- Councillors election papers had all been accepted by HDC.
- the launch of the plastic-free campaign would be held on Saturday 6th April in Steyning.

Cllr Rowland announced that he would not be standing as a candidate in the forthcoming elections. The Chairman thanked him for his contribution to Upper Beeding Parish Council.

C:0419:21 Matters raised by Councillors

Cllr Verney expressed concern re the condition of the footpath north of Pound Lane and the poor condition of the stiles. In response, Cllr Harber reported that he had sent a photograph of their condition to the appropriate WSCC Public Rights of Way Officer.

Cllr Warren reported that he had attended a meeting concerning the restoration of the SSSI at Horton tip. He expressed concern that WSCC should re-instate the A2037 to good order.

C:0419:22 Confidential Matters

The Chairman moved the following resolution: That in view of the confidential nature of the business about to be transacted any public and press present are excluded from the following agenda item and asked to withdraw.

The member of the public and District Councillor David Coldwell withdrew from the meeting

There being no other business the meeting concluded at 8.50pm.

**The next meeting of the Parish Council will be held on Tuesday 14 May 2019 –
Annual General Meeting in Beeding and Bramber Village Hall.**