

UPPER BEEDING PARISH COUNCIL

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Clerk: Steve Coberman

MINUTES OF A MEETING OF THE PARISH COUNCIL

Date: Tuesday 3rd April 2018

Time: 7.30pm

Place: Beeding & Bramber Village Hall

Present:	Cllrs S Birnstingl (Chairman), A Chilver, V Cook, R Harber, T Kardos, P Kentell, J Shaw, C Verney, and C Warren; County Cllr D Barling; District Cllr D Coldwell.
C:0418:01 <i>Apologies</i>	Apologies were received from Cllr J Rowland (illness), District Cllr B Staines, and neighbourhood warden P Conroy. Cllr I Ivatt was absent.
C:0418:02 <i>Questions from the public</i>	There were no questions from the public.
C:0418:03 <i>Declarations of interest</i>	Cllr R Harber declared an interest in agenda item C:0418:10 as regards the payment to be made in his favour.
C:0418:04 <i>Minutes of previous meeting</i>	The minutes of the meeting dated 6th March 2018 were approved by all present and signed by the Chairman. <i>Proposed by P Kentell; Seconded by A Chilver.</i>
C:0418:05 <i>Matters arising</i>	There were no matters arising from the minutes not covered elsewhere in the agenda.
C:0418:06 <i>Neighbourhood Warden's report</i>	No report was received.
C:0418:07 <i>County Councillor's Report</i>	County Cllr D Barling reported orally as follows: <ul style="list-style-type: none"> - The possible risks associated with the lack of a fence at the riverbank by the Bridge Inn has been referred to footpaths officer Jonathan Perks for consideration.. - There was a great deal of flooding over the Easter weekend as a result of the heavy rainfall and spring tides. - The highway maintenance contract with Balfour Beatty is coming to an end. - The ongoing maintenance of the Bostal is an ongoing issue. - Assistance is being given to Neil Bird of Southern Transit in connection with bus stops. - The CLC meeting received a public petition to lower speed limits at Shoreham Road. The highways officers have consistently rejected this option, but County Cllr Barling believes nonetheless that it is a valid request, and the CLC agreed with this position. The officers have now agreed to draw up a scheme, though the police will still not support it. - A meeting will be held next week with highways officers regarding school parking issues.

<p>C:0418:08 <i>District Councillor's Report</i></p>	<p>District Cllr D Coldwell reported orally as follows:</p> <ul style="list-style-type: none"> - The cabinet have approved all recommendations in the report on school parking enforcement, including spot fines. Three additional traffic wardens are being recruited. - Street cleaning and bin emptying teams have been instructed to keep clear of double yellow lines. - The enhanced enforcement powers recently approved have now been granted to neighbourhood wardens. <p>Cllr S Birnstingl raised the recent email regarding withdrawal of funding from the neighbourhood warden scheme, and agreed to pass this email on to District Cllr Coldwell for comment.</p>																																													
<p>C:0418:09 <i>Chairman's announcements</i></p>	<p>Cllr S Birnstingl noted that his mother has fallen ill, and that he therefore may not always be available for council business.</p>																																													
<p>C:0418:10 <i>Authorisation of Payments</i></p>	<p>A resolution to authorise the following payments was approved unanimously:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">SALC</td> <td style="width: 30%;">Training course</td> <td style="width: 20%; text-align: right;">£72.00</td> </tr> <tr> <td>Small Dole Village Hall</td> <td>Room hire</td> <td style="text-align: right;">£27.00</td> </tr> <tr> <td>Simon Zec</td> <td>Tree work</td> <td style="text-align: right;">£430.00</td> </tr> <tr> <td>George Rose</td> <td>Stationery & newsletter</td> <td style="text-align: right;">£95.90</td> </tr> <tr> <td>Business Stream</td> <td>Sports hall & allotment water</td> <td style="text-align: right;">£289.77</td> </tr> <tr> <td>Mobile Mini</td> <td>Container hire underpayment</td> <td style="text-align: right;">£54.69</td> </tr> <tr> <td>HDC</td> <td>Neighbourhood warden costs</td> <td style="text-align: right;">£23,096.00</td> </tr> <tr> <td>Bob Harber</td> <td>Councillor expenses</td> <td style="text-align: right;">£18.00</td> </tr> <tr> <td>EDF</td> <td>Sports hall electricity</td> <td style="text-align: right;">£1,244.49</td> </tr> <tr> <td>Ali Beckett Design</td> <td>Interpretation plaque design</td> <td style="text-align: right;">£550.00</td> </tr> <tr> <td>Letterbox Logistics</td> <td>Newsletter distribution</td> <td style="text-align: right;">£232.20</td> </tr> <tr> <td>P W Bourne</td> <td>Handyman</td> <td style="text-align: right;">£1,007.97</td> </tr> <tr> <td>Beeding & Bramber Village Hall</td> <td>Room hire</td> <td style="text-align: right;">£42.75</td> </tr> <tr> <td>Clarity Copiers</td> <td>Printing, copying, & newsletter</td> <td style="text-align: right;">£94.40</td> </tr> <tr> <td>Sean Teatum</td> <td>Neighbourhood Plan consultancy</td> <td style="text-align: right;">£180.00</td> </tr> </table> <p><i>Proposed by P Kentell; Seconded by A Chilver.</i></p>	SALC	Training course	£72.00	Small Dole Village Hall	Room hire	£27.00	Simon Zec	Tree work	£430.00	George Rose	Stationery & newsletter	£95.90	Business Stream	Sports hall & allotment water	£289.77	Mobile Mini	Container hire underpayment	£54.69	HDC	Neighbourhood warden costs	£23,096.00	Bob Harber	Councillor expenses	£18.00	EDF	Sports hall electricity	£1,244.49	Ali Beckett Design	Interpretation plaque design	£550.00	Letterbox Logistics	Newsletter distribution	£232.20	P W Bourne	Handyman	£1,007.97	Beeding & Bramber Village Hall	Room hire	£42.75	Clarity Copiers	Printing, copying, & newsletter	£94.40	Sean Teatum	Neighbourhood Plan consultancy	£180.00
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<p>C:0418:11 <i>Review of outstanding actions</i></p>	<p>The Clerk tabled and talked through an updated schedule of outstanding actions, which was noted. He noted some actions which are potentially overtaken by events or no longer relevant, and asked councillors to email their opinions.</p>																																													
<p>C:0418:12 <i>Neighbourhood planning</i></p>	<p>A report on progress, prepared by Mr S Teatum, was circulated and noted. The request to fund a feasibility study on the possibility of widening Hyde Lane to permit easier passage of traffic to and from the possible development site at Pound Lane / Smugglers Lane was discussed in depth. The general feeling was against this, and it was noted that the service pipes under the bank at Hyde Lane made it infeasible anyway, but no decision was taken. District Cllr D Coldwell suggested that the site may anyway be excluded from the SHELAA, and the Clerk agreed to check this.</p>																																													
<p>C:0418:13 <i>Joint Parishes Cemetery Committee</i></p>	<p>Cllr R Harber and C Warren reported that no meeting of the committee had been held since the last council meeting, and that no issues of significance have arisen.</p>																																													

<p>C:0418:14 <i>Road crossing by Sussex Pad</i></p>	<p>The Clerk tabled a series of emails concerning a diversion of the pedestrian, cycle, and horse crossing of the A27 by the Sussex Pad, which is proposed to be diverted under SDNP/18/00434/FUL. Much concern at the proposals was expressed by the meeting, which noted that no complete plan was included in the application but that, where shown, the proposed design is inadequate. It was resolved that the meeting agreed in principle to object to the application, that Cllr R Harber should draft an objection for agreement by email, and that once agreed the Clerk should formally register the objection on the SDNPA website <i>Proposed by R Harber; Seconded by J Shaw.</i></p>
<p>C:0418:15 <i>Office furniture</i></p>	<p>The Clerk tabled a quotation amounting to £952.50 for new office filing equipment, to meet the data protection requirement for locked cabinets where personal data is stored. The meeting agreed with this, but suggested that archive files are stored at WSCC if this service is still provided.</p>
<p>C:0418:16 <i>Accounts: Mar-18</i></p>	<p>These were presented and noted.</p>
<p>C:0418:17 <i>Bank statements: Feb-18</i></p>	<p>These were presented and noted.</p>
<p>C:0418:18 <i>Payroll: Mar-18</i></p>	<p>The report and Client's Account statement were presented and noted.</p>
<p>C:0418:19 <i>Correspondence</i></p>	<p>The Clerk tabled an email exchange between a parishioner and Cllr S Birnstingl regarding the narrowing of the Downs Link by the cement works. It was agreed to discuss this at the next meeting, and meantime Cllr Birnstingl will contact the SDNPA for its views.</p>
<p>C:0418:20 <i>Items for information or next agenda</i></p>	<p>The Clerk reported on three issues: (a) He has approved a quotation of £1,290 for repairs to the fascia, soffits, and barge boards on the brick store, in addition to the work already authorised; (b) The allotment holders meeting which he had chaired requested a second skip collection in the autumn; he had agreed to this for 2019 onwards subject to a rent increase to cover the cost, which the allotment holders agreed to, but was unable to charge for 2018 as rent notices had already been issued. The council agreed to cover the cost of a second collection in 2018 only; (c) the current copy of Arnold-Baker was the eighth edition and was well out of date. A new tenth edition would cost approx £100. The meeting agreed this should be purchased.</p> <p>Cllr C Verney noted with respect to QR codes that Chichester Talking News reaches only 0.16% of its target population. Given this, it would appear to not be viable for a small authority like UBPC, and the meeting endorsed this.</p>

The meeting closed at 9.15pm. The next meeting of the council will be held at Beeding & Bramber Village Hall on Tuesday 1st May 2018 at 7.30pm.

Minutes signed by: **Date:**