

# UPPER BEEDING PARISH COUNCIL

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Clerk: Steve Coberman

## MINUTES OF A MEETING OF THE PARISH COUNCIL

**Date:** Tuesday 5<sup>th</sup> December 2017 **Time:** 7.30pm **Place:** Beeding & Bramber Village Hall

<b>Present:</b>	Cllrs S Birnstingl (Chairman), A Chilver, V Cook, T Kardos, P Kentell, J Rowland, C Verney, and C Warren; County Cllr D Barling; District Cllr D Coldwell; neighbourhood warden P Conroy; 1 member of the public. Cllr S Birnstingl was called away at approx 8.30pm for personal reasons, and Cllr C Warren took the chair at that point.
<b>C:1217:01</b> <i>Apologies</i>	Apologies were received from Cllrs R Harber (personal commitments) and J Shaw (illness), and District Cllr B Staines.
<b>C:1217:02</b> <i>Questions from the public</i>	There were no questions from the public.
<b>C:1217:03</b> <i>Declarations of interest</i>	There were no declarations of personal or prejudicial interest by Councillors on any of the agenda items below.
<b>C:1217:04</b> <i>Co-options</i>	The proposed co-optee was not present at the meeting.
<b>C:1217:05</b> <i>Minutes of previous meeting</i>	The minutes of the meeting dated 7 <sup>th</sup> November 2017 were approved by all present and signed by the Chairman. <i>Proposed by P Kentell; Seconded by C Warren</i>
<b>C:1217:06</b> <i>Matters arising</i>	C:1217:19 The Clerk reported that the Local History Society had given the parish council a blanket permission to reproduce the Millennium Map, provided that the ownership of the map by the society was acknowledged on any usage.
<b>C:1217:07</b> <i>Neighbourhood Warden's report</i>	P Conroy reported orally and in writing as follows: <u>Antisocial behaviour</u> Responding to a call from the manager of the local Nisa Store, CCTV footage was viewed of an incident that took place inside and outside the shop. Three males were having a verbal dispute and using foul language towards one another. Customers were reported to be clearly distressed by the incident. The incident lasted for over five minutes and at one point two of the males were involved in a scuffle outside. Two of the males were holding bottles of beer in their right hands as the argument continued. Two of the males involved, who are also known to the police, were recognised. The incident did not escalate into further violence, and a report was issued via ECINS for Police consideration.

<p><b>C:1217:07</b> <i>Neighbourhood Warden's report (cont)</i></p>	<p>During a patrol on 17th November, a cream coloured Mini, parked at the end of the gravel road in Church Lane was seen. There were four occupants in the vehicle with all four windows down, but when approached by the wardens the vehicle pulled away and left in haste. On the ground where the vehicle had been parked were three cannabis bags. Some of the vehicle registration number was seen in time, and it is believed to have been in the village before. Attempts will be made to locate the vehicle and establish the full registration and pass the information to the Police.</p> <p>A resident reported having her arm hit by the handlebars of a cyclist using the river footpath in the evening. The cyclist dismounted and apologised. As a result foot patrols of the footpath will be stepped up, including some evening patrols.</p> <p><u>Community</u></p> <p>An attempt will be made to introduce an indoor curling session at the Hub once a month.</p>
<p><b>C:1217:08</b> <i>County Councillor's Report</i></p>	<p>County Cllr D Barling reported orally as follows:</p> <ul style="list-style-type: none"> <li>- Approx £8,000 is still available in CLC funds for local organisations (not parish councils) for capital projects, to be allocated in March 2018. It was suggested that we advise the football club of this, so they can apply for funding for the brick store refurbishment project. Grants are up to £2,500.</li> <li>- The 20mph signage is now in place throughout the village.</li> <li>- The council should consider any recommendations for a TRO, and let County Cllr Barling know. As to the already requested 30mph stretches, Henfield Road is still a possibility. However, Shoreham Road has been definitively rejected as there are fewer than the guideline 20 houses along it.</li> <li>- Mr Dudman has sent a long email setting out his intentions for the cement works site</li> </ul> <p>Cllr P Kentell thanked County Cllr Barling for arranging the repainting of the lines along the A283 towards Shoreham, but noted that the cycle track along that stretch was not marked. Also, the yellow lines at Pound Lane, Hyde Lane, and Hyde Street need repainting. The Clerk was asked to remind County Cllr Barling.</p>
<p><b>C:1217:09</b> <i>District Councillor's Report</i></p>	<p>District Cllr D Coldwell reported orally as follows:</p> <ul style="list-style-type: none"> <li>- Rubbish collection will change to biweekly in February 2018. Green bin charges will rise to £2.</li> <li>- Budgets are currently under discussion, and it appears likely that there will be a £5 increase in band D council tax.</li> <li>- The school parking report is still under development. Traffic warden attendance is likely to be stepped up.</li> </ul>
<p><b>C:1217:10</b> <i>Chairman's announcements</i></p>	<p>Cllr S Birnstringl reported that Terry Townsend, a much-respected local resident, had recently died. Local fund raising for a memorial is underway, and has reached £2,200 in two weeks. It was agreed that we would put a memorial plaque on the proposed bench at Hyde Square, and the meeting agreed to support the memorial campaign. A contact for the Balfour Beatty grass cutting is still being sought.</p>

<p><b>C:1217:11</b> <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%;">Grasstex</td> <td style="width: 30%;">Grass cutting</td> <td style="width: 20%; text-align: right;">£4,793.64</td> </tr> <tr> <td>Simon Zec</td> <td>Tree work</td> <td style="text-align: right;">£450.00</td> </tr> <tr> <td>Heartland Electrical</td> <td>Sports hall electricals</td> <td style="text-align: right;">£348.00</td> </tr> <tr> <td>B &amp; B Village Hall</td> <td>Room hire and broadband</td> <td style="text-align: right;">£154.23</td> </tr> <tr> <td>Clarity</td> <td>Copying &amp; printing</td> <td style="text-align: right;">£27.88</td> </tr> <tr> <td>Sean Teatum</td> <td>NP consultancy</td> <td style="text-align: right;">£285.00</td> </tr> <tr> <td>S R Coberman</td> <td>Sundries</td> <td style="text-align: right;">£450.68</td> </tr> <tr> <td>Will Bourne</td> <td>Handyman</td> <td style="text-align: right;">£457.11</td> </tr> </table> <p><i>Proposed by P Kentell; Seconded by A Chilver.</i></p>	Grasstex	Grass cutting	£4,793.64	Simon Zec	Tree work	£450.00	Heartland Electrical	Sports hall electricals	£348.00	B & B Village Hall	Room hire and broadband	£154.23	Clarity	Copying & printing	£27.88	Sean Teatum	NP consultancy	£285.00	S R Coberman	Sundries	£450.68	Will Bourne	Handyman	£457.11
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<p><b>C:1217:12</b> <i>Review of outstanding actions</i></p>	<p>The Clerk tabled and talked through an updated schedule of outstanding actions, which was noted. Cllr A Chilver noted that progressing was continuing on the design of the proposed interpretation boards, and Cllr C Warren had proposed a draft to be passed to the designers. The meeting viewed the proposed design, and endorsed it in outline.</p>																								
<p><b>C:1217:13</b> <i>Neighbourhood planning</i></p>	<p>A report on progress, prepared by Mr S Teatum, was circulated and noted.</p>																								
<p><b>C:1217:14</b> <i>Joint Parishes Cemetery Committee</i></p>	<p>Cllr C Warren noted that the next meeting will be in late January. There has been no non-routine activity since the last meeting.</p>																								
<p><b>C:1217:15</b> <i>2018/19 budget</i></p>	<p>The Clerk tabled a draft budget, along with supporting documentation as follows:</p> <ul style="list-style-type: none"> <li>- Notes to the draft budget</li> <li>- Cash balances wef 27-Nov-17</li> <li>- Detailed payments/receipts for 2017/18 to date</li> <li>- Accounts summary for 2017/18 to date</li> <li>- Year-end cash balances projection.</li> </ul> <p>He noted the substantial inflow of funds relating to the Cemetery Committee, and explained that he would recommend to the next meeting of that committee that they increase the earmarked reserve. The meeting suggested that surplus funds be moved to the deposit account with Cambridge BS. Following an enquiry, the Clerk outlined his proposal regarding the precept; he will propose an increase but, unlike in the previous year, he will not make a definitive recommendation. The meeting agreed the budget, subject to final consideration and approval at the January 2018 meeting.</p>																								
<p><b>C:1217:16</b> <i>Youth service funding</i></p>	<p>The Clerk tabled an email exchange, following the Steyning PC resolution on youth funding. It was agreed that no further decisions were needed at this point.</p>																								
<p><b>C:1217:17</b> <i>Rampion Community Fund</i></p>	<p>Discussion of this matter was deferred until the January meeting. The Clerk was asked to look into the application process, and to determine if large grants could be made available.</p>																								
<p><b>C:1217:18</b> <i>Village hall AiRS membership</i></p>	<p>The Clerk tabled a request from Beeding &amp; Bramber village hall for the two parishes to pay their annual AiRS subscription. It was agreed that this was an acceptable request, and the Clerk was asked to ascertain Bramber's view.</p>																								
<p><b>C:1217:19</b> <i>CPRE funding request</i></p>	<p>The meeting agreed to donate £50 to the CPRE, under s137 powers, following their request.</p>																								

<b>C:1217:20</b> <i>PCC funding request</i>	The meeting felt that the request for funding support from the Police and Crime Commissioner was fundamentally political, and should not be considered further by the council.
<b>C:1217:21</b> <i>QR codes and inclusivity</i>	Discussion of this matter was deferred until the January meeting.
<b>C:1217:22</b> <i>Accounts: Nov-17</i>	These were presented and noted.
<b>C:1217:23</b> <i>Bank statements: Oct-17</i>	These were presented and noted.
<b>C:1217:24</b> <i>Payroll: Nov-17</i>	The report and Client's Account statement were presented and noted.
<b>C:1217:25</b> <i>Correspondence</i>	The Clerk tabled the following item of correspondence not dealt with in the agenda: - CPRE "Countryside Voice" magazine..
<b>C:1217:26</b> <i>Items for information or next agenda</i>	The Clerk tabled a proposed calendar of meetings for 2018. Cllr P Kentell reported that she had attended a PGG presentation on mental health in Sussex.

The meeting closed at 9.10pm. The next meeting of the council will be held at Beeding & Bramber Village Hall on Tuesday 9<sup>th</sup> January 2018 at 7.30pm.

**Minutes signed by:** ..... **Date:** .....