

UPPER BEEDING PARISH COUNCIL

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Clerk: Steve Coberman

MINUTES OF A MEETING OF THE PARISH COUNCIL

Date: Tuesday 5th June 2018

Time: 7.30pm

Place: Beeding & Bramber Village Hall

Present:	Cllrs S Birnstingl (Chairman), V Cook, R Harber, I Ivatt, T Kardos, P Kentell, J Rowland, J Shaw, C Verney, and C Warren; County Cllr D Barling; District Cllr B Staines; one member of the public.
C:0618:01 <i>Apologies</i>	Apologies were received from Cllr A Chilver (personal commitments), District Cllr D Coldwell, and neighbourhood warden P Conroy.
C:0618:02 <i>Questions from the public</i>	Mr K Orange asked, in connection with the planning application on Hobjoins, Hyde Street, whether decisions at HDC were made in committee or by officers, and the Clerk explained the process (with most decisions being taken by officers). He also asked whether our previous objections remained on file following the submission of changed plans, and the Clerk stated that they were still current, but that the Planning Committee had already agreed to repeat them. Mr Orange also asked for an update on the status of the cement works, which was given by Cllr S Birnstingl.
C:0618:03 <i>Declarations of interest</i>	There were no declarations of personal or prejudicial interest by Councillors on any of the agenda items below.
C:0618:04 <i>Minutes of previous meeting</i>	The minutes of the meetings dated 1 st & 15 th May 2018 were approved by all present and signed by the Chairman. <i>Proposed by I Ivatt; Seconded by P Kentell.</i>
C:0618:05 <i>Matters arising</i>	Answering an enquiry, the Clerk confirmed that the latest minutes of the Joint Parishes Cemetery Committee had been circulated to all councillors.
C:0618:06 <i>Neighbourhood Warden's report</i>	P Conroy reported writing as follows: <u>Antisocial behaviour</u> Antisocial riding of a moped was witnessed in Upper Beeding High Street on 11th May; the rider was standing on his moped whilst riding and holding onto it with one hand. The same individual - a 17-year-old male - was subsequently seen riding on the verges in Fletchers Croft, Steyning. Details were taken, a yellow Warning Card issued, and details were passed onto ASB Team and Police. A report was received of young boys climbing on the roof of the bandstand; after checking CCTV footage, there was no clear identification. Ongoing support is given to Upper Beeding Primary School by fortnightly attendance to deter antisocial parking in front of the premises <u>Fly-tipping</u> A large trailer containing car tyres was found abandoned in Truleigh Hill car park, and a report submitted to Environmental Services.

<p>C:0618:06 <i>Neighbourhood Warden's report (cont)</i></p>	<p><u>Dogs</u></p> <p>A request was received from Sussex Police to help identify a dog witnessed attacking sheep, and its owner; no identification has yet been made A resident of Downlands Caravan Park reported that her dog was attacked by a tanned Staffordshire Bull Terrier, and had to receive emergency vet treatment. It is believed that the owner has now been identified, and will be visited shortly. Dog fouling has been reported in Smugglers Lane.</p>																																				
<p>C:0618:07 <i>County Councillor's Report</i></p>	<p>County Cllr D Barling reported orally as follows:</p> <ul style="list-style-type: none"> - Extra money has been identified for pothole repairs: £0.5m from elsewhere in the WSCC budget, and £1.5m from central government. Two extra teams have been taken on. - The flash flooding reported recently in Hyde Street and elsewhere was an exceptional event which covered a wide area and soon drained. Replacement drainage is a matter for Southern Water, not WSCC. - The SDNPA held a meeting at Horsham attended by HDC and WSCC representatives to discuss the future of the cement works. They plan to produce an Area Action Plan to guide the landowner, Mr Dudman, into what would and would not be acceptable to the authority. - The planned Arundel bypass is likely to significantly ease traffic pressure on the A283. <p>Cllr C Warren noted the huge pothole in Horn Lane, Woodmancote; Cllr Barling replied that he was already actively pursuing the matter. Cllr P Kentell requested signage to alert cyclists of the Downs Link route, as an alternative to using the A283 between Shoreham flyover and Upper Beeding.</p>																																				
<p>C:0618:08 <i>District Councillor's Report</i></p>	<p>District Cllr B Stained reported that the Velo cycle event on 23rd September will involve a large number of road closures, and that effectively all links between the eastern and western parts of the county will be cut that day north of Worthing.</p>																																				
<p>C:0618:09 <i>Chairman's announcements</i></p>	<p>Cllr S Birnstingl had no announcements to make.</p>																																				
<p>C:0618:10 <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%;">Auditing Solutions</td> <td style="width: 20%;">Internal audit fee</td> <td style="width: 30%; text-align: right;">£504.00</td> </tr> <tr> <td>Upper Beeding Baptist Church</td> <td>Room hire</td> <td style="text-align: right;">£50.60</td> </tr> <tr> <td>Beeding in Bloom</td> <td>Donation</td> <td style="text-align: right;">£2,500.00</td> </tr> <tr> <td>Age UK</td> <td>Donation</td> <td style="text-align: right;">£300.00</td> </tr> <tr> <td>Saltings Field Conservation Group</td> <td>Donation</td> <td style="text-align: right;">£1,250.00</td> </tr> <tr> <td>Victim Support</td> <td>Donation</td> <td style="text-align: right;">£50.00</td> </tr> <tr> <td>HDC</td> <td>Dog & litter bins</td> <td style="text-align: right;">£10.64</td> </tr> <tr> <td>Rialtas</td> <td>Year-end accounts fee</td> <td style="text-align: right;">£637.44</td> </tr> <tr> <td>Active Grounds Maintenance</td> <td>Playing field maintenance</td> <td style="text-align: right;">£5,472.00</td> </tr> <tr> <td>Horsham Matters</td> <td>Youth work costs</td> <td style="text-align: right;">£97.09</td> </tr> <tr> <td>Ali Beckett Design</td> <td>Interpretation boards</td> <td style="text-align: right;">£1,190.00</td> </tr> <tr> <td>Acorn Workshop</td> <td>Interpretation boards</td> <td style="text-align: right;">£950.00</td> </tr> </table>	Auditing Solutions	Internal audit fee	£504.00	Upper Beeding Baptist Church	Room hire	£50.60	Beeding in Bloom	Donation	£2,500.00	Age UK	Donation	£300.00	Saltings Field Conservation Group	Donation	£1,250.00	Victim Support	Donation	£50.00	HDC	Dog & litter bins	£10.64	Rialtas	Year-end accounts fee	£637.44	Active Grounds Maintenance	Playing field maintenance	£5,472.00	Horsham Matters	Youth work costs	£97.09	Ali Beckett Design	Interpretation boards	£1,190.00	Acorn Workshop	Interpretation boards	£950.00
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<p>C:0618:11 <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 having previously asked councillors to email their opinions, noted that he would make unilateral decisions next month if he had not had feedback.</p>																											
<p>C:0618:12 <i>Neighbourhood planning</i></p>	<p>A report on progress, prepared by Mr S Teatum, was circulated and noted.</p>																											
<p>C:0618:13 <i>Youth provision</i></p>	<p>No report was received.</p>																											
<p>C:0618:14 <i>Joint Parishes Cemetery Committee</i></p>	<p>Cllrs 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:0618:15 <i>Annual Governance Statement for 2017/18</i></p>	<p>The Governance Statement section of the Annual Return for the year ending 31st March 2018 was tabled by the Clerk, considered, approved, and signed by the Chairman and Clerk. <i>Proposed by P Kentell; Seconded by T Kardos.</i></p>																											
<p>C:0618:16 <i>Accounts for 2017/18</i></p>	<p>The Accounting Statement section of the Annual Return for the year ending 31st March 2018 was tabled by the Clerk, considered, approved, and signed by the Chairman and Clerk. <i>Proposed by C Warren; Seconded by P Kentell.</i></p> <p>It was suggested that financial planning for replacement of assets should be added to the next agenda.</p>																											
<p>C:0618:17 <i>Committee structures</i></p>	<p>A paper on reconsidering committee structures was tabled by the Clerk, having been previously circulated, along with considered written responses from Cllrs R Harber and C Warren. The meeting felt on balance that the existing Planning, Amenities, and Sports & Leisure committees should continue in their current form, with unchanged remit and with all councillors sitting as members of all committees. In line with the Clerk's suggestions, it was agreed that Emergency Committee meetings should be called on an ad hoc basis as necessary, rather than being scheduled at predetermined times, and that the Policy & Resources Committee should be disbanded (with its previous function of first-cut consideration of the annual budget being transferred to a special meeting of the full council in mid-October). The Clerk also noted that councillors may wish to make greater use of subcommittees to deal with particular matters.</p>																											
<p>C:0618:18 <i>Appointments to committees</i></p>	<p>Given the decisions taken above, no specific appointment of councillors to committees is required.</p>																											

C:0618:19 <i>Fire & emergency services</i>	An email from WSCC on the future of fire & rescue services was tabled. It was noted that closing date of the consultation had been passed, but the meeting felt that responses should be made to WSCC in any event. The meeting expressed deep concern at the potential impact of the plans on our rural community, and agreed that councillors should respond as individuals and the Clerk should respond on behalf of the council.
C:0618:20 <i>Accounts: Apr/May-18</i>	These were presented and noted.
C:0618:21 <i>Bank statements: May-18</i>	These were presented and noted.
C:0618:22 <i>Payroll: May-18</i>	The report and Client's Account statement were presented and noted.
C:0618:23 <i>Correspondence</i>	No relevant correspondence was tabled.
C:0618:24 <i>Items for information or next agenda</i>	The Clerk noted that the process to identify his successor would shortly commence, and suggested that interviewing be scheduled for August, subject to advice from SALC. Cllr T Kardos noted the lack of progress in making good the scar on the downs, and the Clerk agreed to contact Rampion on the matter. Cllr P Kentell noted the overgrowth on the path running south of the rising sun, and the Clerk agreed to ask Grasstex to cut it back. It was also suggested that footpaths be added to the next agenda. Cllr I Ivatt noted with approval the appearance of the "silent soldier" in Small Dole, and asked that the matter of commemorating the end of WW1 be added to the next agenda. He also noted antisocial parking near the Small Dole post office, and it was suggested that he report this on Operation Crackdown.

The meeting closed at 8.40pm. The next meeting of the council will be held at Beeding & Bramber Village Hall on Tuesday 3rd July 2018 at 7.30pm.

Minutes signed by: **Date:**