

UPPER BEEDING PARISH COUNCIL

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Clerk: Steve Coberman

MINUTES OF A MEETING OF THE PARISH COUNCIL

Date: Tuesday 6th March 2018

Time: 7.30pm

Place: Small Dole Village Hall

Present:	Cllrs S Birnstingl (Chairman), A Chilver, R Harber, I Ivatt, T Kardos, P Kentell, C Verney, and C Warren; County District Cllrs D Coldwell and B Staines.
C:0318:01 <i>Apologies</i>	Apologies were received from Cllrs V Cook and J Rowland (both personal commitments) and J Shaw (illness), County Cllr D Barling, and neighbourhood warden P Conroy.
C:0318:02 <i>Questions from the public</i>	There were no questions from the public.
C:0318:03 <i>Declarations of interest</i>	There were no declarations of personal or prejudicial interest by Councillors on any of the agenda items below.
C:0318:04 <i>Minutes of previous meeting</i>	The minutes of the meeting dated 6th February 2018 were approved by all present and signed by the Chairman. <i>Proposed by A Chilver; Seconded by P Kentell.</i>
C:0318:05 <i>Matters arising</i>	C:0218:21 It was agreed that the location of the “Silent Soldier” silhouette should be discussed at the APM.
C:0318:06 <i>Neighbourhood Warden’s report</i>	<p>P Conroy reported in writing as follows:</p> <p>Following a call from a resident in Small Dole regarding youths at the Skate Park, alcohol was confiscated from one under age male and words of advice given to another.</p> <p>A call was received regarding nuisance behaviour at the community hall. A male had been asked to leave the premises where he had been skateboarding. On arriving the male at first refused to leave stating that it was within his rights to do so in a public place. After being advised otherwise he became agitated and started to use abusive language. He was warned that if he continued his name and address would be taken and he would be cautioned about his behaviour. He said that he would refuse to give his name and address at which point it was explained that the wardens are accredited by Sussex Police and that if he did so he would be committing an offence. He then agreed to leave the premises.</p> <p>Assistance is being given to the managers of Budgens and Nisa following shoplifting from their premises. A school parking patrol took place at Upper Beeding Primary School.</p>
C:0318:07 <i>County Councillor's Report</i>	No report was received.

C:0318:08 <i>District Councillor's Report</i>	<p>District Cllrs D Coldwell and B Staines reported orally as follows:</p> <ul style="list-style-type: none">- The budget and council tax for 2018/19 have now been finalised.- The new rubbish collection regime is now in place.- The school parking report has not yet gone to cabinet, so no enforcement visits have yet been scheduled. <p>In reply to a question from Cllr C Warren, District Cllr Coldwell noted that significant parts of the brochure issued in support of the Mayfield new town proposals were untrue.</p>																																										
C:0318:09 <i>Chairman's announcements</i>	<p>Cllr S Birnstingl reported that he had held the annual appraisal meeting with the Clerk, and that no particular problems or issues had been raised by either party. The new GDPR data protection regulation come into force in late May 2018; this will involve appointing an external data controller, and probably councillors will be required to have separate email addresses for council business. On this matter, the clerk reported that he would be getting up to speed with the regulations, but that since none of the council records were currently stored in lockable files it would be necessary to purchase new office equipment at a cost of between £500 and £1,000.</p>																																										
C:0318:10 <i>Authorisation of Payments</i>	<p>A resolution to authorise the following payments was approved unanimously:</p> <table><tr><td>SALC</td><td>New councillor packs</td><td>£39.60</td></tr><tr><td>Beeding & Bramber Village Hall</td><td>Room hire & broadband</td><td>£146.91</td></tr><tr><td>Grasstex</td><td>Weed spraying</td><td>£60.00</td></tr><tr><td>George Rose</td><td>Stationery</td><td>£112.78</td></tr><tr><td>Dennis Watkins</td><td>Cemetery insurance</td><td>£325.00</td></tr><tr><td>Royal British Legion</td><td>Donation</td><td>£250.00</td></tr><tr><td>Swains Farm Shop</td><td>Tree</td><td>£40.00</td></tr><tr><td>Horsham Matters</td><td>Youth work operational costs</td><td>£708.83</td></tr><tr><td>Glasdon</td><td>Bench</td><td>£783.76</td></tr><tr><td>Crucial Environmental</td><td>Asbestos removal</td><td>£114.00</td></tr><tr><td>Clarity Copiers</td><td>Printing & copying</td><td>£15.66</td></tr><tr><td>SALC</td><td>Conference fee</td><td>£54.00</td></tr><tr><td>Sean Teatum</td><td>NP consultancy</td><td>£195.00</td></tr><tr><td>Will Bourne</td><td>Handyman</td><td>£916.80</td></tr></table> <p><i>Proposed by P Kentell; Seconded by I Ivatt.</i></p>	SALC	New councillor packs	£39.60	Beeding & Bramber Village Hall	Room hire & broadband	£146.91	Grasstex	Weed spraying	£60.00	George Rose	Stationery	£112.78	Dennis Watkins	Cemetery insurance	£325.00	Royal British Legion	Donation	£250.00	Swains Farm Shop	Tree	£40.00	Horsham Matters	Youth work operational costs	£708.83	Glasdon	Bench	£783.76	Crucial Environmental	Asbestos removal	£114.00	Clarity Copiers	Printing & copying	£15.66	SALC	Conference fee	£54.00	Sean Teatum	NP consultancy	£195.00	Will Bourne	Handyman	£916.80
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C:0318:11 <i>Review of outstanding actions</i>	<p>The Clerk tabled and talked through an updated schedule of outstanding actions, which was noted..</p>																																										
C:0318:12 <i>Neighbourhood planning</i>	<p>A report on progress, prepared by Mr S Teatum, was circulated and noted.</p>																																										
C:0318:13 <i>Joint Parishes Cemetery Committee</i>	<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>																																										
C:0318:14 <i>Youth service MOA</i>	<p>The Clerk tabled a Partnership Agreement between Bramber, Steyning, and Upper Beeding parish councils for the ongoing provision of community youth work. He reported that it appeared uncontentious, and Cllr A Chilver noted that it had been noted by the Joint Parishes Youth Committee. It was resolved to authorise the Clerk to sign the agreement. <i>Proposed by P Kentell; Seconded by T Kardos.</i></p>																																										

C:0318:15 <i>Riverside path</i>	The Clerk reported that he had completed the Land Registry searches of all properties along the riverbank between Beeding Bridge and the footbridge by the cement works. There are 14 separate ownerships along this stretch; nine to the north of the bypass and five to the south. Some plots are unregistered, or have very old registrations, and ownership of these is unclear. It was agreed that this information should be used as inputs to the proposed feasibility study, and the application for funding for this project. It was suggested that PDF copies of the titles should be copied to all councillors. It was felt that advice could be sought from Martin Leigh-Pollitt, who led the team which installed the path on the Bramber bank of the river. It was suggested that both Mackleys and Aecom would be suitable for commissioning to carry out the feasibility study.
C:0318:16 <i>QR codes and inclusivity</i>	Cllr C Verney reported that he had approached 4Sight, whose view is that QR codes are of limited value, though this may be specific to the needs of those with limited sight and that they may be of more use to others. He offered to approach Chichester Talking News for their opinion. The meeting felt that it had no feel for the level of demand, and that this might be gauged at the APM.
C:0318:17 <i>Annual Parish Meeting</i>	The Clerk reported that E-oN, Horsham Matters, Southern Transit, and the Neighbourhood Plan team had accepted invitations to present to the APM, that the Environment Agency had yet to respond, and that the National Park Authority had declined. The Clerk was asked to write back to the Authority expressing disappointment that they refused to engage with the population, especially as Rampion will be there, and suggested they attend even if they do not wish to make a presentation. It was suggested that the Hub might wish to make a presentation at the APM, and the Clerk was asked to approach Peter Butchers.
C:0318:18 <i>Accounts: Feb-18</i>	These were presented and noted.
C:0318:19 <i>Bank statements: Jan-18</i>	These were presented and noted.
C:0318:20 <i>Payroll: Feb-18</i>	The report and Client's Account statement were presented and noted.
C:0318:21 <i>Correspondence</i>	The Clerk tabled an email from FUBS regarding the school summer fete, and proposed identical arrangement be made regarding access as last year. Since this had proved successful, the meeting was in agreement.
C:0318:22 <i>Items for information or next agenda</i>	Cllr S Birnstingl noted that the CLC would be meeting the following evening. The Clerk reported that he had attended the SALC spring conference, which included presentation by Nick Herbert MP, the Divisional Commander of Police for West Sussex, and the Executive Director for Communities at WSCC.

The meeting closed at 9.20pm. The next meeting of the council will be held at Beeding & Bramber Village Hall on Tuesday 3rd April 2018 at 7.30pm.

Minutes signed by: Date: