

UPPER BEEDING PARISH COUNCIL

Minutes of the meeting Parish Council Beeding and Bramber Village Hall.

Present: Councillors: S. Birnstingl (Chairman), V. Cook, T. Kardos, P. Kentell, J. Rowland, J. Shaw, C. Verney, C Warren.

Also present: Clerk - Celia Price, County Councillor – David Barling, 10:10 Climate Action Group – Geoff Barnard

3 members of the public

The Chairman reminded members of the public the requirement that they limit their participation to the Public Adjournment section of the meeting.

C:0219:01 Apologies for absence

Apologies were received and accepted from Cllr Chilver, Cllr Harber, Cllr Ivatt and District Cllr Coldwell

C:0219:02 Declaration of Councillors personal or prejudicial interest

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

C:0219:03 Steyning 10:10 Climate Action Group

The Chairman welcomed Geoff Barnard who gave a presentation highlighting the issues of plastics in the environment. He went on to advise on the many ways the group are working towards a plastics free environment and requested the support of the Parish Council.

The Parish Council agreed to continue to help advertise events where possible, look at its own plastics use and Cllr Birnstingl volunteered to be the Council's point of contact for Steyning 10:10. All agreed to invite the group to speak at the Annual Parish Meeting on 24th April, which Geoff Barnard accepted.

The presentation concluded with a question and answer session.

C:0219:04 Public Adjournment

Questions and comments were invited from members of the public and none were raised.

C:0219:05 Minutes of the last meeting

The minutes of the meeting dated 8th January 2019 were approved as a true record and signed by the Chairman.

Proposed Cllr Warren seconded Cllr Kentell and agreed by all.

C:0219:06 Matters arising from the minutes

C:0219:07 Cllr David Barling advised that WSCC Highways Officer has visited Edburton Road and agrees with the requirement for a sign. The problem is finding a suitable location and this is being investigated. The Chairman will promote the issues with his contacts in the cycling community. Cllr Barling is also investigating the repainting of double yellow lines in Hyde Lane.

UPPER BEEDING PARISH COUNCIL

C:0219:07 Neighbourhood Wardens

The Neighbourhood Warden report was circulated prior to the meeting. Cllr Kentell raised concerns regarding anti-social behaviour and the importance of raising these issues directly with the Wardens was reiterated.

The Clerk advised that the Warden contract is due for renewal on 1st April. This has been circulated by HDC and will be added to the agenda for the March meeting. The Clerk has raised a question regarding financial responsibilities in the event of any warden long-term absence. It should also be noted that HDC are reducing funding by £2000 per year from 2020/21.

C:0219:08 Report from County Councillor

West Sussex County Councillor, David Barling reported that WSCC highways consultation regarding reducing the speed limit from 40 to 30 on the Henfield Road has started. Assuming there are no more than 5 objections an officer will make a decision on 7th February. If there are a number of objections the decision will be made by committee on 13th March.

A 'pothole' fund has been awarded which must be spent by 1st April; some of this money will be used in Small Dole and Cllr Barling has asked that the roadway by Hyde Square be put forward for improvements. In addition, a requisition has been raised for pothole repairs on the Bostal Road.

Cllr Barling also mentioned progress being made regarding discussions with Barclays Bank to provide an ATM machine at the bus stop in Steyning.

The recent fire at the cement works highlighted the issue of not being able to get enough retained fire fighters in the area.

Finally, Cllr Barling highlighted the soft sand consultation (C:0219:12), providing councillors with a history of the process to date. 9 sites have been put forward and the consultation will close on 18th March.

Questions were invited from councillors and the following were raised;

- Cllr Kentell asked why 2 fire tenders attending the cement works fire going up and down Hyde Lane and not using the river?

Cllr Barling responded that river water cannot be used by fire tenders and there will be a full investigation.

- The Chairman asked why full-time fire fighters aren't being recruited.

Cllr Barling advised that 1 fire engine costs £1 million pounds to run so this isn't really an option. Alternatives are being investigated e.g. a smaller engine or longer response time.

C:0219:09 Report from District Councillor

District Councillor David Coldwell advised the Clerk prior to the meeting that the budget has been through Cabinet and, as previously reported, involves an inflationary increase only. It will go to Council for final approval February 13th. There was nothing further to report.

C:0219:10 Action List

The updated action list was distributed prior to the meeting and the Clerk gave a verbal update.

UPPER BEEDING PARISH COUNCIL

C:0219:11 Joint Parishes Cemetery Committee

Cllr Warren advised that there had been a meeting on 28th January with nothing major to report.

C:0219:12 Joint Minerals Plan, Soft Sand Review

The Joint Minerals Plan, Soft Sand Review was circulated prior to the meeting, Councillors had reviewed the plans and the following comments were raised;

- SDNP should be expected to contribute.
- Restoration is vital with firm standards agreed prior to any site approval.
- Further details regarding timelines should be agreed.
- Sites should be exploited fully and not just the 'easy' extraction fulfilled.
- Conservation issues surrounding the proposed Buncton site must be fully investigated.
- Appropriate community benefit must be agreed.
- Consideration should be given to extra wear and tear on the roads with compensation provided by the contractor to facilitate repairs.
- Approved sites should not be close to each other.

It was resolved that the Clerk respond to the consultation on behalf of the Parish Council highlighting the points raised.

C:0219:13 Annual Parish Meeting (24th April 2019)

Following discussion, it was agreed to invite the following guests to present to the Parish;
Phil Paulo, Truleigh Hill (Update on the plans and project at Truleigh Hill)
Steve O'Connell, Speed watch (Launch UBPC Speed watch)
Sean Teatum, Neighbourhood Plan (Brief update)
Geoff Barnard, Steyning 10/10 (Presentation)

It was also agreed that an addition event should be arranged for a Neighbourhood Plan update.

C:0219:14 Asset Register and Insurance Schedule

The schedule was last properly reviewed in 2012/13 and the Clerk requested assistance in reviewing this document. The Chairman agreed to assist.

It was also resolved to add the MVAS device to the asset register and insurance schedule.

C:0219:15 Bank Mandate

The Clerk requested that Council formally resolve to remove Mrs K Bowlan from the mandate. Proposed Cllr Verney, seconded Cllr Warren and agreed by all.

C:0219:16 Appointment of Internal Auditor

The Clerk proposed the appointment of Mark Mulberry as the internal auditor for 2018/19. Information had been circulated prior to the meeting.

It was resolved to appoint Mark Mulberry as the internal auditor. Proposed Cllr Warren, seconded Cllr Kentell and agreed by all.

UPPER BEEDING PARISH COUNCIL

C:0219:17 Policies Review

The following policies were circulated prior to the meeting;

- Retention and disposal of documents
- Publication Scheme
- Freedom of Information
- IT and Internet Policy
- Social Media Policy
- Grants and Donations Policy

It was resolved to adopt all the policies listed with minor amendments and a review in 2 years (February 2021). Proposed Cllr Warren, seconded Cllr Kentell and agreed by all.

C:0219:18 Grant Request

A grant request from the Community Minibus Association was discussed and it was resolved to send the applicant the policy as well as requesting the amount of funding required for discussion at a future meeting.

C:0219:19 Schedule of payments

It was resolved that the schedule of invoices for payment as circulated totalling £8487.86 be approved. Proposed by Cllr Verney seconded by Cllr Kentell and agreed by all.

C:0219:20 Salary and associated payments

The Clerk apologised for not having this information to table and all agreed to accept this document by email when available.

C:0219:21 Correspondence

It was resolved to note the correspondence as circulated.

C:0219:22 Chairman's Announcements

The Chairman reported attendance at a future of Neighbourhood Planning meeting and advised that reviews could need to start as early as 2021.

C:0219:23 Matters raised by Councillors –

Cllr Kentell reported that the PPG are keen to get more involved with youth and it was suggested that Cllr Rowland and Cllr Chilver join the group. It was resolved that the Clerk write to the PPG to advise.

Cllr Cook commented that she has been asked by new residents for contact details of various organisations. The Clerk advised that an updated list had been placed in the noticeboards this week and all agreed to include this in the next newsletter.

There being no other business the meeting concluded at 9:12pm

**Date of the next meeting: Tuesday 5th March 2019
at Small Dole Village Hall**

Minutes signed by:

Date: