

Upper Beeding Parish Council

Minutes of the Parish Council meeting held virtually using Microsoft Teams on Tuesday 21st July 2020 at 7pm

Present: Councillors: S. Birnstingl (Chairman), I. Allen, A. Chilver, S. Garrod, B. Harber, F. Heaver, I. Ivatt, T Kardos, L. Newton, J. Shaw, S. Teatum, C. Verney, C. Warren, D Wood.

Also, present: Clerk: Celia Price, County Councillor: David Barling, District Councillors: Mike Croker and Roger Noel

Members of the public: 1

C:0720:01 Apologies for absence

Apologies were received and accepted from Cllr Cook. An extended leave was absence from Cllr Cook was discussed and it was resolved to agree to the request. Proposed Cllr Shaw, seconded Cllr Verney and agreed by all.

C:0720:02 Declaration of Councillors personal or prejudicial interest

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

C:0720:03 Minutes of the last meeting

The minutes of the meeting [16th June 2020](#) were approved as a true record. Proposed by Cllr Ivatt, seconded Cllr Harber and agreed by all. The Chairman will sign the minutes as soon as is practical.

C:0720:04 Public Adjournment

The resident present advised they had no questions but were interested to hear the discussion regarding the Pound Lane development.

C:0720:05 Neighbourhood Warden Report

It was resolved to note receipt of the Neighbourhood Warden Report for [June](#). The Clerk reported attendance at the Steering Group meeting on 29th July 2020.

C:0720:06 Report from County Councillor

Cllr Barling reported that he continues to work with residents from the Bostal trying to resolve the issue of unauthorised access. He has also reported the blocked gully on the Henfield Road to the WSCC Highways team with a request that this be cleared as soon as possible. In addition, Cllr Barling advised that to date Covid-19 has cost WSCC in the region of £70m. Support from Central Government has resulted in a receipt of £26m so far with £5m to follow leaving WSCC with a deficit. He advised that WSCC are looking at ways that costs can be saved and reassured the Parish Council that Children's Services and the Fire Brigade are protected.

C:0720:07 Report from District Councillor

Cllr Noel reported that HDC are under considerable Financial pressure due to Covid-19. Some funding has been received from Central Government but this will not cover the losses sustained and HDC are working hard looking at budgets and services that can be reduced. The Leisure Centres in the District are under considerable pressure following the prolonged closure and have requested additional financial support from HDC. Unless an agreement can be made there is a possibility the Leisure Centres will not re-open.

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Cllr Noel also reported that HDC have paid £785k in grants to date and despite a request to extend the dates the timelines currently remain unchanged, he also advised that no sites have been ruled out yet.

Cllr Croker amplified Cllr Noel's points adding that most capital expenditure has been taken out of next year's budget and HDC are investigating the possibility of selling some assets, however the situation is not as bad as with some councils.

In addition, Cllr Croker reported that Rampion are looking at extending their Wind Farm.

C:0720:08 Land East of Pound Lane

Councillors reviewed and discussed a [pre-application submission](#). It was noted that the very basic plans fail to comply with the requirements of the Neighbourhood Plan. There are no shared spaces, no footpaths or cycle ways and no affordable housing. The proposal is not a 'landscape led design' and does not represent the three sites as required. It was resolved that the Clerk advise the developer to revisit the Neighbourhood Plan and to confirm the Parish Council are keen to engage with a consultation on receipt of more detailed plans and once the basic conditions of the NP have been met.

C:0720:09 Planning Application

Councillors reviewed and discussed planning application [DC/20/1185](#) – Land West of Greenacres, Small Dole - Outline application for the erection of a double storey dwelling.

It was resolved that the Parish Council object on the grounds of over-development and the fact the property is outside the Built-Up Area Boundary (BUAB). It was also requested that the application be determined by committee and Cllr Noel agreed to facilitate this request.

Councillors also noted that representation from a resident has been received and they are intimidated by the applicant and are fearful in case of repercussions should they object. In addition, it was observed that work has already started on the development.

C:0720:10 Clerks Report

The Clerks written report was circulated prior to the meeting. In addition, it was advised that since the time of writing a complaint from a resident has been received concerning noise and anti-social behaviour at the skate park. It was proposed that guidelines for use should be produced with a summer closing time of 9pm. The Clerk was delegated responsibility to facilitate this and to notify the wardens of the issues, requesting additional patrols when possible, particularly in the evening.

C:0720:11 Covid-19

Risk Assessments and signage are in place for the re-opening of play areas. The Clerk also reported that the Sports Hall, changing rooms and MUGA remain closed. Following a risk assessment, it was noted that the hedges were growing through the fence in the MUGA and are a hazard to users. A quote for £250 has been received. It was resolved to investigate the possibility of volunteers cutting back the hedge.

Government guidelines will continue to be reviewed with the intention of re-opening facilities once it is safe to do so.

It was resolved that all Parish Council meetings will continue using Microsoft Teams until restrictions have been lifted and guidance recommends it is safe to meet in person.

C:0720:12 Finance reports

Income and expenditure reports were received and noted ([detailed](#) and [summary](#)). Cllr Harber reported that there are no significant deviations from budget.

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Clerk: Celia Price PSLCC

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C:0620:13 Bank Reconciliations

Due to time constraints the Clerk advised that the bank reconciliation had not been completed in time for the meeting. It was resolved to defer this item.

C:0620:14 [Payments List](#)

The payments list made between 16th June and 17th July totalling £12,104.42 was received and noted in accordance with the Financial Regulations.

C:0720:15 Committee Structure

Membership to the new committees was confirmed as follows:

Community Committee: Cllr Chilver, Cllr Heaver, Cllr Newton, Cllr Shaw, Cllr Teatum, Cllr Verney and Cllr Wood.

Facilities Committee: Cllr Birnstingl, Cllr Garrod, Cllr Harber, Cllr Heaver, Cllr Kardos, Cllr Shaw and Cllr Warren

Planning Committee: Cllr Birnstingl, Cllr Chilver, Cllr Harber, Cllr Heaver, Cllr Kardos, Cllr Teatum and Cllr Warren.

Staffing Committee: Cllr Allen, Cllr Birnstingl, Cllr Harber, Cllr Ivatt and Cllr Verney

Membership of the Finance Committee will be determined following election of the Chair's for the Community, Facilities and Planning Committees.

C:0720:16 [Outdoor Cinema Event](#)

Cllr Newton distributed the proposal prior to the meeting and reported sadly, that following the Village Hall Committee Meeting the proposed event could not go ahead as suitable toilet facilities were not available.

Cllr Teatum said it was a shame that this has only just come to light and it is disappointing that an agreement could not be met. He went on to propose a vote of thanks to Cllr Newton for all her hard work. All agreed.

C:0720:17 [New Model Code of Conduct](#)

The LGA Model Code of Conduct was received and noted. There were no comments.

C:0720:18 Youth Service

An update and reports regarding the Youth Service were received and noted. Councillors recognised the hard work and dedication from SCYP ensuring continued support for the young people in the village. It was also noted that the Purple Bus will be utilised during the summer.

C:0720:19 Smugglers Lane

The Clerk advised that Smugglers Lane is currently maintained as a G Road and is sign posted as a public right of way. The application to the High Court for a modification to the definitive map was rejected following a challenge from Trial Riders.

Following further investigation, the likelihood is that a re-classification would result in Smugglers Way becoming a 'by-way open to all traffic'. Following further enquiries and on receipt of historical evidence WSCC cannot recommend reclassification to a bridleway, therefore, to protect the lower rights currently in place it was agreed to withdraw the application.

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C:0720:20 Correspondence

It was resolved to receive and note the correspondence as circulated.

C:0720:21 Future Meetings

All agreed that whilst 'remote' meetings are not ideal, the MS Team platform is working well. Legislation affords for remote meetings to continue until May 2021 and it was resolved to continue meeting this way until it is safe to meet in person.

C:0720:22 **Chairman's Announcements**

The Chairman thanked all Councillors for their time, dedication and perseverance during this difficult time and urged everyone to enjoy the Summer recess. Soon after we return in September the budget setting process will start and Councillors are encouraged to consider this in advance.

C:0720:23 **Matters raised by Councillors**

Cllr Heaver requested clarification regarding details of the Football Club changing rooms refurbishment 5/6 years ago and Cllr Harber was able to provide this.

Cllr Verney raised an issue with a footpath near the play area in Upper Beeding and requested this be added to a Facilities Committee agenda.

There being no other business the meeting concluded at 8:55pm

Minutes Signed By:

Date: