

Upper Beeding Parish Council

Minutes of the Full Council meeting held virtually using Microsoft Teams on Tuesday 16th February 2021 at 7pm

Present: Councillors: S. Birnstingl (Chair), I. Allen, A. Chilver, B Harber, F. Heaver, I. Ivatt, T. Kardos, S. Teatum, C. Verney, C. Warren.

Also present: Clerk: Celia Price

Members of the public: 5

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

C:0221:01 Apologies for absence

Apologies were received and accepted from Cllr Garrod, Cllr Newton, Cllr Shaw and Cllr Wood.

C:0221:02 Declaration of Councillors personal or prejudicial interest

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

C:0221:03 Minutes of the last meeting

The minutes of the meeting held on [19th January 2021](#) were approved as a true record. Proposed by Cllr Heaver, seconded Cllr Verney and agreed. The Chairman will sign the minutes as soon as is practical.

C:0221:04 Public Adjournment

The Chairman invited questions and comments from members of the public.

An overview was given regarding planning application SDNP/20/02161/FUL and questions were invited.

C:0221:05 Cllr Kardos took the Chair. The following planning application was reviewed and discussed.

[SDNP/20/02161FUL](#) – Land to the East of Valerie Manor, Henfield Road

Demolition of redundant outbuilding and construction of a 30-bed nursing home. (12 with en-suite showers and 18 with en-suite WC facilities) with associated facilities, additional parking and remodelled entrance to the site.

Cllr Kardos led the discussion highlighting concerns regarding highways which focused on the safety of all road users. With two accidents in the last few weeks, both requiring attendance by emergency services, there are real and genuine concerns for public safety. Discussions took place regarding the proposed entrance and one-way system to Valerie Manor particularly regarding the highways issues stated. Councillors are frustrated that the highways scheme is not being looked at as a whole and individual planning applications for Valerie Manor and Steyning Grammar School are being treated as stand-alone applications.

Upper Beeding Parish Council

The applicant and design team are keen to work with the Parish Council and are open to suggestions to ensure the best solution for stakeholders. WSCC Councillor David Barling offered to discuss this with the Highways Team and the designers will share contact details to facilitate this.

Councillors are generally impressed with the design and improvements made since the original application. All would like to support the scheme providing the highways issues are resolved. Proposed Cllr Kardos, seconded Cllr Heaver and agreed.

District Councillor Roger Noel advised that the planning application for the SGS/Towers site is well advanced and unlikely to be delayed despite the concerns raised.

C:0221:06 Report from County Councillor

Cllr Barling reported that both Children's Services and the Fire and Rescue service have made huge improvements following last years unsatisfactory inspections. Both services are permitted to continue with their proposed improvements without further input from outside bodies.

A new fire control centre has been opened with personnel from West Sussex and Surrey. Work is also underway to build a new fire station in Horsham which is a project in collaboration with SECAMB and the Police. This is the first new fire station in West Sussex for over 50 years and will be a 'flagship' facility.

WSCC precept will increase by a total of 4.99% with 3% of the increase for adult social care. Additional funding is also available for highways and children's services.

Councillors were advised that the County Council elections will take place in May and there are plans underway to make sure this is done in a COVID secure way.

WSCC continue with plans to be carbon neutral by 2030.

Household recycling centres are preparing for a surge in visits once COVID-19 restrictions are lifted and are considering a booking system at larger sites.

Cllr Barling concluded by confirming his support for the Community Highway Scheme being prepared by UBPC for a footpath from outside St Anne's in Manor Road to Henfield Road.

C:0221:07 Report from District Councillor

Cllr Croker advised that there have been no concerns raised by WSCC regarding the Valerie Manor planning application.

HDC are on course to balance their budget for the current year and 21/22. Council tax will rise by £5 per year per Band D property. Long-term plans require an increase in revenue as the 'new homes bonus' will stop (this has provided an income of £5m each year for the past 2 years) and HDC continue to review the sale of assets to generate income. This is particularly important because of the unknown ongoing costs and loss of revenue caused by COVID-19.

Upper Beeding Parish Council

Cllr Croker concluded by giving an overview of Heritage Trails in the area as promoted by Horsham Museum. This is a series of short walks around the district and includes a walk around Bramber and Upper Beeding.

Cllr Noel added that HDC are aiming to increase off-road parking and are formally committed to a review of policies to facilitate this, which will mean future planning applications must provide for sufficient off-street parking.

HDC continue with a program to review and improve refuse services. Lorries now operate using vegetable oil and a consultation is due to start in April regarding the introduction of food waste collections. HDC will be charging residents who request a replacement bin unless the damage has been caused by the refuse collection operatives.

Questions and comments were invited.

Cllr Birnstingl reiterated concerns regarding highway safety in the vicinity of SGS/The Towers site and Valerie Manor.

Cllr Warren asked if street cleaning equipment could be directed to the area, particularly Henfield Road where road markings are very dirty. Cllr Croker requested further information and on receipt of more details will investigate.

- C:0221:08 Neighbourhood Warden Report**
The Neighbourhood Warden report for [January](#) was circulated prior to the meeting. It was resolved to note the contents of the report.
- C:0221:09 [Clerks Report](#)**
The Clerks written report was circulated prior to the meeting. It was resolved to note the contents of the report.
- C:0221:10 Parish Council Office**
A [proposal](#) to install a video doorbell at the Parish Office was circulated prior to the meeting. Cllr Kardos proposed, seconded by Cllr Chilver that the proposal be ratified. All agreed.
- C:0221:11 Community Committee**
The draft minutes for the meeting held on [2nd February 2021](#) were circulated prior to the meeting. Cllr Verney gave an overview and invited questions. It is looking unlikely that an Annual Parish Meeting will be possible this year. There is little appetite from residents for a virtual meeting and it was suggested a Chairman's report summarising the years achievements be published. Considering the COVID situation, this will remain under review.
- C:0221:12 [UBPC branding](#)**
The Community Committee recommend standardisation of UBPC branding as being developed via the website and newsletter. It was agreed that the new teal branding will appear on council documents going forward.
- C:0221:13 Joint Parishes Youth Committee**

Upper Beeding Parish Council

Cllr Chilver and Cllr Verney reported attendance at the quarterly meeting held on 9th February. SCYP continue to provide virtual and remote youth club sessions as COVID restrictions allow and these are well received. Further advertising of all events will be promoted.

C:0221:14 Warden Steering Group Meeting

The Clerk gave a verbal update advising that there are no specific issues to report. A new shift system is being looked at and further information will be available in due course.

C:0221:15 SSALC Chairman's Meeting

The Chairman and Vice-Chairman attended a SSALC Chairs networking session, notes have been circulated. The main topics covered were presentations by Sussex Police and HR Services as well as a discussion regarding WSALC.

C:0221:16 WSALC

Cllr Harber gave a verbal update, summarising correspondence received from WSALC, SSALC and other Parish Councils. SSALC will cease to exist on 31st March 2021 following WSALC's withdrawal from the partnership with Surrey and East Sussex ALCs. WSALC have signed a letter of intent with Hampshire County to provide services without consultation with members. Parish Councils cannot be members of NALC unless they are a member of a local association and to date NALC have refused to get involved stating the issue is local.

With an experienced, qualified Clerk who is proactive in CPD and networking, Cllr Harber proposed, seconded Cllr Chilver that UBPC withdraw from WSALC/NALC and do not renew their subscription. All agreed and Cllr Birnstingl and Cllr Harber will vote accordingly at the WSALC AGM scheduled for 25th February.

C:0221:17 [Manor Road Footpath](#)

All agreed to investigate and proceed with a Community Led Highways scheme for a footpath from Manor Road leading to Henfield Road. The Clerk has arranged a meeting with WSCC Officer Steve Douglas to facilitate this. Proposed Cllr Warren, seconded Cllr Heaver.

C:0221:18 [Hyde Street Street Lighting](#)

Following a request from a resident to reinstate a streetlight that has been missing for at least 7 years was discussed. Several Councillors separately undertook site visits after dark and advised that the dark skies policy should not be compromised for this unit. Without a footpath and being a quiet residential street, the unit was judged to be unnecessary. Proposed Cllr Birnstingl, seconded Cllr Warren and agreed .

C:0221:19 Marking the Death of a Senior National Figure

The [proposed policy](#) was circulated prior to the meeting. It was resolved to adopt the policy with no amendments.

C:0221:20 Finance Reports

Finance [reports](#) including income and expenditure ([summary](#) and [detailed](#)) were circulated prior to the meeting. It was resolved to note the contents of the reports.

C:0221:21 Bank Reconciliation

The bank reconciliation for [January](#) was received and noted.

The Gladys Bevan Hall, Church Lane, Upper Beeding, West Sussex BN44 3HP Telephone: 01903 816911

Email clerk@upperbeeding-pc.gov.uk, Website www.upperbeeding-pc.gov.uk

Clerk: Celia Price PSLCC

Upper Beeding Parish Council

C:0221:22 Payments List

The payments list for [payments made in January 2021](#) totalling £17,883.12 was received and noted in accordance with the Financial Regulations.

C:0221:23 Correspondence

It was resolved to receive and note the [correspondence](#) as circulated.

C:0221:24 Chairman's Announcements

None

C:0221:25 Matters raised by Councillors

Cllr Heaver requested clarification regarding the St Anne's planning application and potential new footpath to Henfield Road. It was confirmed that Highways would take precedence regarding landownership and provision of a footpath.

Cllr Harber advised that the Greening Steyning campaign and Community Led Highways scheme to introduce a 20mph speed limit in Steyning has been delayed whilst Steyning PC understand and confirm costs for the public survey/consultation.

Cllr Allen requested an update regarding the village sign. Cllr Warren confirmed the sign has been re-painted but we are awaiting quotes to replace the post.

Cllr Kardos highlighted the Rampion 2 scheme. It was agreed to include this item in the next Agenda.

Cllr Ivatt requested confirmation regarding who would pay for a stolen refuse bin. Cllr Croker advised that HDC are likely to pay, the scheme is more to stop those who just want a new bin, have incurred minor damage or caused damage themselves.

There being no other business the meeting concluded at 8:51pm

Minutes Signed By:

Date