**Minutes of the Facilities Committee meeting held virtually at The Gladys Bevan Hall on Tuesday 18th May 2021 at 7pm**

**Present:** **Councillors:**C. Warren (Chairman), S. Birnstingl, B. Harber,  F. Heaver,  T. Kardos, J. Shaw.

**Also, present:** Clerk: Celia Price, Councillor: Alan Chilver, Tree Warden: Stephie Shorey

**Members of the Public**: 1

**F:0521:01 Election of Chairman**

Cllr Warren was elected as Chairman for the Facilities Committee for the municipal year ending May 2022. Proposed Cllr Harber, seconded Cllr Heaver and agreed by all.

**F:0521:02 Election of a Vice-Chairman**

Cllr Heaver was elected as Vice-Chairman for the Facilities Committee for the municipal year ending May 2022. Proposed Cllr Warren, seconded Cllr Shaw and agreed by all.

**F:0521:03 Apologies for absence**

None

**F:0521:04 Declaration of Councillors personal or prejudicial interest**

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

**F:0521:05 Minutes of the last meeting**

The minutes of the meeting held on [9th March 2021](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EaVNOXk8PO1NmIi9r7g5XNcBARYDkxLryo7KdXjRJxcrtA?e=rxL7ns) were approved as a true record. Proposed by Cllr Harber seconded Cllr Kardos and agreed. 

**F:0521:06 Public Adjournment**

Questions or comments were invited. There were none.

**F:0521:07 Terms of Reference**

The [terms of reference were reviewed and agreed.](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EYkpuB21jOJLkokcmgonytgBrABD9seA7RZsHCmR8hh2eg?e=ZJUf3V)

**F:0521:08 Tree Warden Report**

The Tree Warden presented a [report](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EfSTwl8LErhLtCS-9EVY-C8BZp8uIb9NIV-M-7VU8J0CFw?e=k99q1S). The contents of which were noted. Questions and comments were invited. The following was discussed:

Large new housing developments across the District are resulting in the loss of huge areas of trees and hedgerows. All agreed that Cllr Warren write to the Director of Planning at HDC to express the committee’s concerns.

It was resolved to request the Neighbourhood Wardens visit Manor Road residents regarding the damaged tree.

Cllr Shaw advised that there are grants available for tree planting and we should apply if appropriate.

**F:0521:09 Facilities**

A [report](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/Ec5FwWmiHVlPo0vUACvqiK0BEo_DAHl9MCnhHGqzxQ9Igg?e=dhzv3B) from the clerk was circulated prior to the meeting. Questions were invited and the following was discussed:

Fly tipping and maintenance at the MUGA is potentially a big and expensive project. It was resolved that a site visit take place prior to the next meeting.

Cllr Warren will arrange a site visit at Saltings Field with the Tree Warden after which a meeting between the Saltings Field Conservation Group, Cllr Warren, Cllr Verney and possibly Cllr Harber will be arranged.

**F:0521:10 Committee Priorities**

An [update](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EfTjgaUMyKdIu5QlgjaD-ncBtAI0KehAig8avPq9IygdVw?e=0a8EWb) was circulated prior to the meeting. Questions were invited and comments were invited.

Cllr Harber advised further work on the accessibility project will take place after July.

**F:0521:11 Street Lights**

A [review of the provision of Street Lights](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EWMzDGFXBuVKsG5i0kMaD1kBTQsDqdTTZyxcxDG15GkXMw?e=A2a0wq) was circulated prior to the meeting. Cllr Harber gave an overview and invited questions.

It was resolved that the Clerk obtained costs for the proposed new streetlights and speak to WSCC regarding options and feasibility.

**F:0521:12 Riverbank**

It was resolved that Cllr Warren obtain an initial quote for footpath 2m wide by approximately 400m in length from the bridge to Dawn Crescent (footpath number 3203), he will also discuss feasibility of the project with the WSCC PROW Officer.

**F:0521:13** **Manor Road Footpath**

The Clerk reported that a Community Led Scheme application must be submitted by October. All agreed to include any identified and agreed requirements highlighted by the SGS move to The Towers site.

**F:0521:14 Village Sign**

Cllr Warren reported contractors have ordered a new oak post. The contractor has suggested the new post is installed into a metal ‘sleeve’ and this cost is covered within the existing quote. Cllr Warren will paint the metal sign surround prior to installation.

**F:0521:15** **WSCC verges**

Despite numerous emails we have had no response regarding the re-wilding of verges project by SDNPA and WSCC and can only assume the sites put forward by UBPC were rejected.

**F:0521:16** **WSCC Community Partnership**

The Clerk reported that the Licence agreement is with the WSCC legal team. In addition, permission has been granted to improve the area outside Church Close at the top of Church Lane.

Also, a risk assessment has been signed off and permission given to do the verge sidings along Henfield Road. It is hoped Cllr Teatum will lead and progress this project.

**F:0521:17 Matters raised by Councillors**

Cllr Harber suggested possible improvements to Henfield Road, namely reclaiming the grass verge on the north side by cutting back trees and vegetation from Castle Town to Waterworks Corner; the road is being encroached by the vegetation and is narrowing over time.

Cllr Chilver advised that Greening Steyning are investigating improved footpaths between Upper Beeding and Steyning (across The Brooks). Cllr Harber confirmed the Greening Steyning Transport Team (of which he is a member) is leading this and considering school access requirements.

Cllr Heaver expressed concerns regarding the grass cutting contractor. The Clerk advised that we will be going out to tender this year and quality will be a consideration.

Cllr Shaw advised that the Skatepark Committee had been unable to hold a ‘fun day’ last year, so there is a shortfall for the bench they are wanting to buy and install. Options were discussed and it was suggested that the group apply for a grant. The work of the skatepark committee needs to restart as soon as possible. To facilitate this the Clerk will forward the details of potential volunteers and interested parties to Cllr Shaw.

There being no other business the meeting concluded at 8:50pm

Minutes Signed By: Date: