**Minutes of the Full Council meeting held at Beeding and Bramber Village Hall on**

**Tuesday 15th February 2022 at 7pm**

**Present:** **Councillors:** B. Harber (Chair), S. Birnstingl, P. Bull, J. Cannon, A. Chilver, F. Heaver, I. Ivatt, S. Teatum and C. Warren.

**Also present:** Clerk: Celia Price, County Councillor: Paul Linehan, District Councillors: Mike Croker and Roger Noel.

**Members of the public:**  1

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

**C:0222:01 Apologies for absence**

Apologies were received and accepted from Cllr Allen, Cllr Kardos and Cllr Shaw.

**C:0222:02 Declaration of Councillors personal or prejudicial interest**

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

**C:0222:03 Minutes of the last meeting**

The minutes of the meeting held on [21st December 2021](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EWm-Zb_h6wFHp782OrTmmywB4_Jd2oRXsasqDz22d0TCCA?e=XKEIhB) was approved as a true record. Proposed Cllr Heaver, seconded Cllr Chilver and agreed.

The minutes of the meeting held on [18th January 2022](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EWmecF3e3nZAi1V9KyOtBRMBFPQQpDcwq84j5T4ZsIifmQ?e=gbHJfT) were approved as a true record. Proposed Cllr Cannon, seconded Cllr Bull and agreed.

**C:0222:05 Public Adjournment**

No were no questions or comments.

**C:0222:06 Report from County Councillor**

WSCC County Councillor, Paul Linehan reported that the preferred A27 bypass route is the ‘grey’ route, however WSCC are merely consultees and the decision will be made by Highways England.

WSCC are proposing a balanced budget for 2022/23 resulting in a 2.99% increase in council tax which is in line with government guidelines. The increase includes a 1% increase for adult social care. There are no proposed cuts in services and any shortfalls will be covered by borrowing.

The budget includes £3m to assist struggling households (Government Covid Grant).

The procedure for Traffic Regulations Orders (TROs) is changing and any that cost under £3k can be approved by a cabinet member. TROs that can be self-funded will be viewed favourably (assuming they meet policy guidelines).

Questions and comments were invited.

Councillor Birnstingl reported that people are not getting the help they need due to staffing problems being encountered by social care providers. Cllr Linehan offered to assist with individual cases where possible. Cllr Birnstingl also reported the generally poor condition of our roads with overgrown vegetation, potholes, worn road markings and broken signs. He went on to advise that residents , understandably find it very difficult when council tax goes up but services decline. Cllr Linehan advised that there is a strategic plan and a scheduled maintenance works which will be covered within the new budget.

Cllr Harber reported the continued problems of overgrown vegetation effectively making our roads narrower. Cllr Linehan shares councillors’ frustrations and will provide feedback from this meeting to the cabinet member.

Cllr Ivatt reported noticing an increasing number of potholes and asked the criteria for pothole repairs. Cllr Linehan advised to report all potholes via Love West Sussex who would make an assessment based on size, depth and location.

*The Chairman bought forward item C:02222:13 to allow Cllr Linehan’s participation.*

**C:0222:13** **Joint Parishes Youth Partnership**

Minutes from the JPYP meeting held on [7th February 2022](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/ES5bS0sJOz9HnQdTaEnIOysBVb4RXWSB77qrkymf0ArcCQ?e=xtexoo) were received and noted. Cllr Chilver highlighted that although the Cuthman Centre is potentially available, the facilities are not adequate due to the refurbishment that has taken place. He also reported that a consolidated list of youth clubs and services is being prepared for all youth activities in the area. Finally, he confirmed, that as agreed, the MOU has been signed by all three councils and sent to SCYP

Cllr Linehan reported that he would be meeting with the Head of SGS in early March and will discuss the inadequacies of the Cuthman Centre particularly considering the historical agreement with the Steyning Foundation for the provision of a youth services building.

**C:0222:07 Report from District Councillor**

HDC District Councillor, Roger Noel reported the budget has been set and whilst balanced, the next the two years will be challenging. The proposed increase in council tax is 2.9% he highlighted that there is rate relief for those living in properties with Bands A-D.

Cllr Noel advised that Cllr Jane Eaton is confirmed as the new Chief Executive for HDC.

HDC’s response to the Arundel bypass consultation resulted in favour of the ‘magenta’ route but at it’s last meeting the longer ‘grey’ route was supported by the majority of councillors.

The food waste trial has been successful and the 3,2,1 method of collections will be adopted, namely, every 3 weeks household waste will be collected, recycling every 2 weeks and food waste every week.

Cllr Noel also advised that water neutrality issues continue to affect planning matters with all applications for new houses currently being turned down and the local plan is experiencing further delays

Improvements to the Capital Theatre in Horsham are planned and will include new seating.

HDC have a programme of events for the Queen’s Jubilee celebrations, including a street party on 4th June and a commemorative tree for each Parish Council. Details of grants will be available soon.

Finally, Cllr Noel provided an update on previously raised issues as follows:

* A mains supply issue has been identified in the carpark next to the recreation ground and Bramley Play Area resulting in one of the three streetlights being out of commission. This is being investigated by Mountjoy, the contractors.
* HDC planning enforcement are in communication with the property owner at Hyde Cottage (adjacent to St Anne’s) regarding alleged breaches, however there is no time scale for resolution.
* An enforcement notice has been issued for 39 School Road.

Cllr Croker added, that HDC have been asked to adopt a policy of committing the council to providing good quality, sustainable and suitable housing that will comply with the 11 Healthy Homes and Places Principles as promoted by Town and Country Planning Association. This proposal will first be considered by a policy development and advisory group prior to returning to full council.

Questions and comments were invited.

Cllr Warren expressed concerns regarding the proposed Arundel by-pass route Cllr Noel responded, advising the proposal includes a 15km viaduct and this route has been favoured by HDC.

**C:0222:08 Neighbourhood Warden Report**

The Neighbourhood Warden reports for [January](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EWHJRu5i0mdOmC_uD3kcj2gBwP8QNYQEGBvfXUbUERnF-g?e=9xipsJ) was received. It was resolved to note the contents of the report.

It was also noted that Botolph’s cemetery and carpark has experienced some anti-social behaviour. The Clerk will report the issues to the NWs.

The Clerk also advised that our PCSO has visited and continues to work collaboratively with the wardens.

**C:0222:09 Neighbourhood Warden Agreement**

Following a comprehensive review of the current MOU and agreement the Chairman proposed that UBPC enter into a new three-year agreement with effect from 1st April 2022. The proposal was seconded by Cllr Bull, all agreed.

It was noted that the main function of the NW service is to provide community support. Councillors expressed a desire to engage more.

**C:0222:10 Clerks Report**

An [update](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/ERXTWIkEErpPkOiHTMzDtx4B9Jm8ZVEzUhFB0M-kVX9-Eg?e=YhUrvd) from the Clerk was received and noted.

**C:0222:11 Facilities Committee Minutes**

Draft minutes following the meeting held on [9th February](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EbTpJa9DjlNMqjB1vNVmU3cBNvfpflZdZCEVirlA3Mc0mQ?e=19r7FW) were received and noted.

**C:0222:12 Funding Capital Projects**

Cllr Warren asked for any funding ideas that may help the long-term aims and objectives of UBPC including the proposed development of Riverside Walk.

The potential for CiL money and other grants was discussed.

Cllr Noel also suggested SDNP, The Wilson Memorial Trust, The Rural Services Network and WSCC safer routes to school.

**C:0222:14** **Joint Parishes Burial Board**

Minutes from the JPCC meeting held on [19th January 2022](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EWHJRu5i0mdOmC_uD3kcj2gBwP8QNYQEGBvfXUbUERnF-g?e=9xipsJ) were received and noted.

**C:0222:15** **Councillor Training**

The WSALC training schedule update was received and noted. The Clerk advised that Cllr Chilver is attending the planning course and Cllr Ivatt is attending the finance course. Anyone else wishing to attend should contact the Clerk who will facilitate the booking.

**C:0222:16** **Memorial Bench Request**

The [request for a memorial bench](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EVoyFHSXTNpGtjEiTss5I9ABb7d5_GSo9dHjIJ39fB3paA?e=68nJLS) on the recreation ground was received and discussed. It was resolved to grant the request and the Clerk will provide the relevant information to facilitate the installation. Proposed: Cllr Warren, seconded Cllr Chilver and all agreed.

**C:0222:17** **Grant Request**

A [request for a grant](https://upperbeedingpc.sharepoint.com/:u:/s/UBPC/Edk36eow6zNBlMgumt0r6GQBaZcPEerRC_asBrDPEwVe1w?e=dK78fz) to maintain the public access defibrillator located at Beeding and Bramber Village Hall was discussed. It was resolved to award a grant of £120 as requested. Proposed Cllr Birnstingl, seconded Cllr Heaver and agreed.

**C:0222:18** **Finance Reports**

The [summary income and expenditure](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EYNuFx_1KTVAoGbEtu_mN5wBsrGcshwhRJX4d08QnTRAOw?e=mqoS3i) report was received and noted.

**C:0222:19 Bank Reconciliation**

The [bank reconciliation](https://upperbeedingpc.sharepoint.com/:x:/s/UBPC/EftYhfSIf0hPtsqY4rff4JsBXNtnWvPpSNuqGsskZ_U09A?e=lycESF) was receive and noted.

**C:0222:20 Payments List**

The [payments made in January](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EaTfz2eQybpGp7TSOCYCh74BZuclYkWnlmmovlNy8tAohw?e=VjqhwA) were received and noted in accordance with the Financial Regulations.

**C:0222:21** **VAT refund**

Receipt a VAT refund of £2644.22 for the period 1st October – 31st December 2021 was noted.

**C:0222:22 Correspondence**

The list of [correspondence](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EbodqibASltOjutfWle4-RsB6EC2KEY5eBlurIb5Q8X89w?e=wLCGAe) was received and noted.

**C:0222:23 Chairman’s Announcements**

The Chair reminded everyone that the AGM is in May where a Chair and Vice-Chair will be elected for the municipal year 2022/23. Willing to stand for re-election the Chair asked others to think about the role as well as the Vice-Chair position in addition to committee membership and other organisation representation.

The Chair reported attendance at the Repair Café held in the Beeding in Bramber Village Hall where he was also commended on the positive engagement of UBPC councillors.

**C:0222:24 Matters raised by Councillors**

Cllr Teatum requested a new TRO request reducing the speed limit on the Shoreham Road be added to the next agenda.

There being no other business the meeting concluded at 8:43pm

Minutes Signed by: Date: