**Minutes of the Full Council meeting held at The Gladys Bevan Hall on**

 **Tuesday 3rd May 2022 at 7pm**

**Present:** **Councillors:** B. Harber (Chair) ,I. Allen, J. Cannon, A. Chilver, C. Deadman, F. Heaver, I. Ivatt, T. Kardos, S. Teatum and Cllr Warren

**Also present:** Clerk: Celia Price, District Councillor: Mike Croker

**Members of the Public**: 23

**C:0522:01 Apologies for absence**

Apologies were received from Cllr Albright, Cllr Birnstingl and District Councillor Noel

**C:0522:02 Declaration of Councillors personal or prejudicial interest**

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

**C:0522:03 Minutes of the last meeting**

The minutes for the meeting held on [19th April 2022](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EbMm39SIp8VNolrcGaj1ObsBN5bNxMjstyqOJI-7s7jy7A?e=ToCfv0) were approved as a true and accurate record. Proposed Cllr Chilver, seconded Cllr Kardos and agreed.

**C:0522:04 Public Adjournment**

 The Chairman welcomed the members of the public acknowledging their attendance with an interest in planning application DC/22/0618.

 It was resolved that councillors discuss the application prior to public comments.

 Cllr Kardos took the Chair

**C:0522:05** The following planning application was reviewed and discussed

 **DC/22/0618 Land 519396 111237 Church Farm Walk, Upper Beeding**

 Erection of four detached dwellings with associated amenity space, car parking spaces, detached carports, access road and other associated infrastructure.

 Cllr Kardos gave an overview of the application and chaired the debate. It was resolved to object to the application on the following grounds;

* The site was considered in the NP but was rejected by AECOM as unsuitable, for the following key reasons;
* The site is adjacent to the BUAB.
* The current access is not adequate.
* The site is located within the Risk Zone of the Beeding Hill to Newtimber Hill SSSI.
* The site is located within the River Adur Water Meadows and Wickham Wood Site of Nature Conservation Importance.
* Direct loss of ecological value.
* The site is located immediately to the east of the Grade II listed St Peters Church.
* The site is partly located in an archaeological site.

There have been no changes that would suggest the site should be re-considered.

* The proposal does not support the Upper Beeding Neighbourhood Plan objective 1 “To conserve and enhance the special character, and qualities of the National Park landscape and the character of the rest of the countryside of the parish and maintain the settlement pattern” or objective 5 “To plan positively for new housing to meet local needs, in particular for elderly downsizers, that is sympathetic to the scale, topography and character of the parish and that will not have a detrimental impact on the setting” from the made NP.
* Flood Risk, local knowledge suggests that the flood risk assessment is unrealistic and does not take into account soil water logging from the adjacent Zone 3 flood risks.
* The traffic assessment report does not include the access required from Church Lane which is a shared footpath and single-track carriageway with no pavements and is therefore unsuitable.
* The traffic assessment report makes no reference to construction traffic and the assumption that each property would have only two cars is unrealistic.
* The developer’s own water neutrality report states that they are unable to address the issues.
* The site is adjacent to a listed building and is on a site of SSI
* There is evidence of archaeological remains including flint walls and arches but there is no report suggesting this special historical interest has been investigated.
* There is a clear loss of amenity as the site is greenfield which is outside the BUAB.
* The developers own ecology report states that the recent clearance of the site has meant that the study could not be carried out properly and recommends a further assessment.

 Proposed Cllr Warren, seconded Cllr Harber and agreed.

Members of the public highlighted concerns regarding access, the SSI, ecology, biodiversity, flood risk and wildlife.

 It was also resolved to request the application be determined by committee. Proposed Cllr Cannon, seconded Cllr Kardos and agreed.

 *Members of the public left the meeting*

 Cllr Harber took the Chair

**C:0522:06 Internal Audit Report**

 The End of Year Internal Audit [Report](https://upperbeedingpc.sharepoint.com/%3Ab%3A/s/UBPC/EThScZvO_EhJoj40o7tY5awBoNMeepDjUd_s-La9FbdO2Q?e=PTb1G7) was circulated prior to the meeting. The Chairman summarised the report, noting the excellent work of the Clerk and that there were no recommendations from the internal auditor. Proposed Cllr Allen, seconded Cllr Heaver that the report be accepted and noted.

**C:0522:07 Annual Governance and Accountability Return (AGAR) 2020/21**

Each of the 9 statements in section 1 of the Annual Governance and Accountability Return were reviewed.

It was resolved to approve the Council’s response to be ‘yes’ for all of the statements 1- 9 To approve the annual governance statement [section 1](https://upperbeedingpc.sharepoint.com/%3Ab%3A/s/UBPC/Edeb8rRokHZHhuor50bpyLEBQ1NSPAIR1SST_Q5Ky5PPyQ?e=6nsVNW) of the AGAR.

Cllr Heaver proposed, seconded Cllr Allen and resolved that the Chairman and Clerk sign section 1.

**C:0522:08 Annual Governance and Accountability Return (AGAR) 2020/21**

It was resolved to approve section 2 of the Annual Governance and Accountability Return and that this be signed by the Chairman, noting this had been signed by the RFO prior to presentation as required [section 2](https://upperbeedingpc.sharepoint.com/%3Ab%3A/s/UBPC/EdfD6RmMtCpMkmHGR0xvX4YB_V17E0umhvafsEXVf0NVkw?e=HYqcQo) of the AGAR . Proposed Cllr Heaver, seconded Cllr Kardos and resolved.

 Cllr Allen suggested adding narrative to the publication of the accounts on the website explaining the inclusion of the Joint Burial Board reserves. All agreed.

**C:0522:09** [**Notice of Public Rights and Publication**](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/ESY204y9xXpPtbS5KFfqLBUBmUZLrJ-ps_T6CPz8gy7-0w?e=EL13KA)

The Chairman confirmed the 'Notice of Public Rights and Publication of Unaudited Annual Return' has been prepared and will be displayed on the village noticeboard and Parish Council website on 7th June 2022.

**C:0522:10 Skatepark**

A draft [lease](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EaCvZrYCT7tDiA2zXu6_OuAB0hpEr5Yx2FSy-V2b5VwdEQ?e=5SpDd4) agreement has been reviewed by the Facilities Committee. The lease is for 15 years with a peppercorn rent likely to be £1 per year (payable in advance). It was resolved to agree the lease subject to minor points of clarification as highlighted by the Facilities Committee. Proposed Cllr Chilver, seconded Cllr Cannon and agreed.

The Friends of Small Dole Skatepark met on 27th April. They have agreed a phased approach with the first target of raising £40k for a new half pipe. The launch event is a community wide ‘Jubilee Skate Jam’ on Saturday 11th June. A crowdfunding page has also been set up.

Unfortunately, a fire on the tarmac has resulted in some damage that needs repair as a matter of urgency, the Maintenance Manager is obtaining quotes and this may result in an insurance claim. We hope to be able to have more information for the meeting scheduled for 17th May.

Cllr Warren expressed frustration that volunteers have not painted the ramps to improve their appearance.

**C:0522:11 Minutes of the last Community Committee meeting**

The minutes of the Community Committee meeting held on [1st March 2022](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EfSOxy4vbKRNsCOIQ4zG_6gBspA78_bJR3i_iZhG6Cn72w?e=Mj9Ny8) were approved as a true and accurate record. Proposed Cllr Heaver, seconded Cllr Teatum and agreed.

**C:0522:12 Projects and Priorities**

It was agreed that the Community Committee review priorities following the May AGM when committee members will be confirmed. Councillors were asked to consider their preferred committee membership in preparation of the new municipal year.

**C:0522:13 Queen’s Jubilee**

 The Clerk confirmed receipt of the £200 grant from HDC. The main criteria is that the funds must be used for a community wide event. The only whole community events the Clerk is aware of are both in Small Dole. It was agreed to award this grant to the residents hosting an event at the play area and to the Friends of Small Dole Skatepark ‘Jubilee Skate Jam’. Proposed Cllr Kardos, seconded Cllr Chilver and agreed.

 The Clerk reminded councillors of the events budget that could be used for any other jubilee events with the council deciding on criteria.

Cllr Kardos suggested advertising the potential for a modest PC award on the council website and Facebook page. All agreed.

**C:0522:14 Chairman’s Announcements**

The Chairman advised that there will be no Repair Café in May, he also reported attendance at the Beeding in Bloom coffee morning and plant sale which raised over £400.

**C:0522:15 Matters raised by Councillors**

 Cllr Ivatt recorded a vote of thanks for the repaired noticeboard in Small Dole.

Cllr Deadman asked if there has been any progress regarding the proposed Jubilee commemorative trees at High Trees. Cllr Warren responded, advising that to date there is nothing to report. Cllr Cannon volunteered to speak to the landowner and the Chairman thanked her.

There being no other business the meeting closed at 8:45pm

Signed Date