**Minutes of the Facilities Committee meeting held at The Gladys Bevan Hall**

**on Tuesday 7th June 2022 at 7pm**

**Present:** Councillors:C. Warren, J. Cannon, A. Chilver, C. Deadman, F. Heaver, and B Harber (UBPC Chairman),

**Also, present:** Cemetery Clerk: Colette Harber

**Members of the Public**: 1

**F:0622:01 Election of a Chairman**

It was resolved to re-elect Cllr C. Warren as Chairman for the Facilities Committee for the municipal year ending May 2023. Proposed: Cllr F. Heaver; Seconded: Cllr A. Chilver.

**F:0622:02 Election of a Vice-Chair**

It was resolved to elect Cllr J Cannon as Vice-Chair for the Facilities Committee for the municipal year ending May 2023. Proposed: Cllr F. Heaver; Seconded: Cllr C. Warren.

**F:0622:03** **Apologies for absence**

Apologies were received from Cllr Kardos, Celia Price, Upper Beeding Parish Clerk, Stephanie Shorey, Tree Warden and John Young, Maintenance Manager. Cllr S. Birnstingl was also absent but no apologies had been received.

**F:0622:04 Declaration of Councillors personal or prejudicial interest**

The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011). No further declarations received on this occasion.

**F:0622:05 Minutes of the last meeting**

The minutes of the Facilities Committee meeting held on [12th April 2022](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/Ef6WwEiCVLtLuZjapgcOGawB8_JscyMPFOXMnKZluIzxZQ?e=x0lZ61) were approved as a true record. Proposed: Cllr F. Heaver; seconded: Cllr J. Cannon and agreed.

**F:0622:06 Public Adjournment**

The Chairman invited questions, it was noted that some allotment holders, wished to have a bonfire on the site once or twice a year, to burn garden waste.

 It was also noted that some tenants felt when an allotment plot becomes available, the site should be inspected and cleared prior to another tenant taking over, especially so, when the former tenant has left a great deal of rubbish, such as a carpet hidden under the greenery and the remnants of a broken down shed.

**F:0622:07 Terms of Reference**

[Terms of Reference](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EexqyjloH1BLsOhdDElFjwgB3GvWqle70CT7KEbNnTEmYQ?e=bPyaQ0)were reviewed. It was resolved to recommend to full council that these be adopted for the municipal year ending May 23. Proposed: Cllr. F. Heaver, seconded: Cllr. C. Warren.

**F:0622:08 Tree Warden Report**

 Nothing to report on this occasion.

**F:0622:09** **Jubilee Trees**

 It was resolved that the jubilee trees donated by HDC will be located at Hyde Street Green, Upper Beeding and Tottington Drive Play Area, Small Dole as suggested by the Parish Clerk.

**F:0622:10 Queen’s Green Canopy**

 The Chair informed Councillors the landowner around High Trees, Upper Beeding had not responded to his calls and therefore the matter was no further forward. In the discussion that ensued, it was suggested that the trees could be planted along the right-hand side of the Shoreham Road.

However, on behalf of the Parish Clerk, the Cemetery Clerk reported that the time to apply for the grant for the trees had now run out and therefore the trees would no longer be available to the Parish Council. Therefore the matter was closed.

**F:0622:11** **Queen’s Jubilee rose bed**

It was noted that the Queen’s Jubilee rose bed, on the bank opposite Dawn Close had been prepared.

 In response to Councillors questions, it was noted that several varieties of bare root Hybrid T roses, including the new Queen Elizabeth II rose and Jubilee Rose had been purchased which were currently growing in pots in the Cemetery Clerk’s garden before being planted in the new rose bed.

Other Hybrid T roses will be planted around the village when the beds have been improved. It was also noted that all the roses would be looked after by Beeding in Bloom volunteers.

**F:0622:12 Facilities**

A written report was received from John Young, Maintenance Manager.

It was recommended that the matter relating to the Sports Hall drains should be discussed at the next full Parish Council meeting as this had not been budgeted for.

**F:0622:13 Allotments**

The request from allotment tenants to have bonfires was discussed. It was felt that the current Parish Council Policy for no bonfires on the allotment site was correct given the nearness of Upper Beeding Primary School and local residents homes.

It was noted that the Parish Clerk would be writing to all plot-holders, advising them that the unauthorised dumping of rubbish in a communal area was unacceptable, and also suggesting they work together as a community to resolve the issue. Failure to do so within 21 days will result in the PC arranging removal, the cost of which will be divided between the allotment tenants.

In the discussion that ensued, it was also noted that the last meeting of the allotment holders and representatives of the Parish Council had taken place prior to Covid. And, in light of the above, it was felt it would be a suitable time to convene another meeting as soon as possible.

**F:0622:14 Saltings Field**

 It was resolved to note the dead ash trees are being removed 9th / 10th June. The conservation group have been advised that the PC will pay direct for any works. It was also noted that the Maintenance Manager is obtaining quotes for the ditch clearance.

Being a member of the Steyning and District Community Partnership (Transport Working Group), Cllr. Harber took the opportunity to give the Committee a brief update re the Partnership’s preferred walking route from Kings Barn in Steyning to Saltings Field. It was also noted that Horsham District Council were being pressed for an active walking area around Glebe Farm.

**F:0622:15 Skatepark**

It was resolved to note that a fundraising jubilee skate ‘jam’ is scheduled for 11th June. It was also noted that two lots of emergency repairs were carried out during May totally £1600 and tarmac repairs are scheduled for 24th June (at an additional cost of £1700 as agreed as the council meeting held on 17th May, minute reference C:0522:29). Unfortunately, this could not be achieved prior to the ‘jam.’

**F:0622:16 Football Pitch**

A request from UBFC for additional use of the football pitches by AFC Romans was discussed. It was resolved that the Parish Council should, in conjunction with Upper Beeding Football Club, discuss the matter directly with AFC Romans to establish what facilities they might need from the Parish Council, including the use of the Sports Hall, tea-making facilities etc., before a decision could be reached. Proposed: Cllr. C. Warren, seconded: Cllr. F. Heaver.

**F:0622:17 Riverside Walk**

 It was resolved to note that the solicitor is progressing with the acquisition of the land.

**F:0622:18** **Street Lights**

 This matter was deferred until the next Facilities Committee Meeting for a full discussion. It was also noted that a copy of the Village Street Lighting report undertaken by Cllrs. S. Birnstingl and B. Harber in 2021 would be available to the Committee.

**F:0622:19 Matters raised by Councillors**

The following matters were raised by Councillors for discussion at future meeting:- - uneven pavements causing mobility issues for some residents

* the sense that there was an increasing resident participation in Small Dole with villagers wishing to be included in the planting of troughs.

There being no further business the meeting closed at8.25pm

Signed: Date: