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

**Tuesday 19th July 2022 at 7pm**

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

**Also present:** Clerk: Celia Price. District Councillors: Mike Croker and Roger Noel

**Members of the Public**: 1

**C:0722:01 Apologies for absence**

Apologies were received from Cllr Bull and Cllr Teatum. Apologies were also received from County Councillor Paul Linehan

**C:0722:02 Minutes of the last meetings**

It was resolved to approve the minutes of the meetings held on[17](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EXBFXa4kFnxNt-VjhvZ32dMBYthkReN2lHViy-oYUBMINA?e=89pdfw)[th](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EXBFXa4kFnxNt-VjhvZ32dMBYthkReN2lHViy-oYUBMINA?e=89pdfw) [May 2022](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EXBFXa4kFnxNt-VjhvZ32dMBYthkReN2lHViy-oYUBMINA?e=89pdfw) and [21st June 2022.](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/Ef4SDOY9k_9EqJ_dAGzBt_wB1n6n46VwJc2wcT45Xl5Kyw?e=dWaMI8) Proposed Cllr Chilver, seconded Cllr Kardos and agreed.

**C:0722:03 Public Adjournment**

The Chairman invited questions or comments, there were none.

**C:0722:04** Cllr Allen declared an interest in this item and did not participate in the discussion.

Cllr Kardos (Chair of Planning) took the Chair and gave an overview of the following application:

[**DC/22/1041 Greenfield Plant Ltd, Henfield Road**](https://public-access.horsham.gov.uk/public-access/simpleSearchResults.do?action=firstPage)

Outline application for the demolition of existing offices, workshops, stores and flat and erection of 9no. dwelling with off street parking for 20no cars with all matters reserved except access.

Councillors raised concerns that consideration had not been given to the UB NP policies, in particular affordable housing. It was noted that the HDC planning officer was recommending the application be withdrawn and resubmitted once the water neutrality issues had been resolved. It was resolved to object to the application based on non-compliance with the NP and request the opportunity to make a more detailed objection should the application procced.

Proposed Cllr Birnstingl, seconded Cllr Chilver an agreed.

**C:0722:05 SDNPA Cement Works Area Action Plan Consultation**

A draft [response](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EQc15SRANTxLpo8rg5b4FXwBsLLcYRWSrV5qnWV70S4sNw?e=PuS8Bo) to the consultation was circulated prior to the meeting. Councillors were frustrated that it seemed that the UB NP had not been considered, there was not enough advertising and the consultation questions awkward. It was resolved to respond as per the draft circulated with a covering note explaining that the comments are evidence based and have been generated from the NP. Councillors were also encouraged to respond individually.

*Cllr Harber returned to the Chair*

**C:0722:06 Report from District Councillors**

HDC District Councillor, Roger Noel reported that he and Cllr Croker attended the proposed solar farm site located between Small Dole and Ashurst and they will be encouraging all HDC planning committee members to do the same.

Noting that the SDNPA cement works consultation could have been better and that the format made it difficult to make any constructive comments, he agreed with the frustrations raised by councillors

Water Neutrality remains top of the agenda for HDC although no decisions have been made yet. Advice and comments are expected from the Department for Levelling Up, DEFRA and Southern Water and a decision is required from central government. In the meantime, planning applicants must be able to prove mitigation. The water neutrality issues are making it difficult to progress with the Local Plan and the pressure continues to get this made by December.

Cllr Noel also reported that HALC has been overhauled and is being more productive with a focus on gaining more support for local councils.

The environment and rural affairs department have appointed a new officer and HDC have been working with Community Energy Horsham to install solar panels on public buildings. A Climate Change Panel with experts advising the panel is being established.

A grant has been received from central government to assist in the distribution of the energy bill rebate so residents so should see that soon.

HDC are moving ahead to build their own housing to help with the housing crisis and £300k has been paid back to the community to support the local economy by assisting various groups and those on lower incomes. Cllr Allen asked for details of the criteria used to decide who received the funding. Cllr Noel will forward further information via the Clerk.

*Cllr Cannon joined the meeting*

Cllr Heaver asked if the Southern Water Rother Valley project is going ahead. Cllr Noel responded that, to date, Southern Water have not produced any firm plans or solutions to address the water neutrality issues.

Cllr Birnstingl asked what would happen if the water neutrality issues were not resolved. Cllr Noel responded that if a Local Plan is not made there will be the potential speculative planning applications, so it is a vicious circle.

Cllr Croker added the optimistic plan is that by September/October a solution/formula to address water neutrality will be agreed facilitating the completion of the Local Plan to regulation 19 by December. Once formula is in place there will be a gap where the district will be vulnerable to speculative planning applications so as an interim measure HDC are producing a development document (a slimmed down version of the LP) which will function as a guidance note for developers.

Cllr Warren expressed frustration that this has taken so long to address. It is a problem that everyone has been aware of for years.

Cllr Allen asked if there are any models that can be followed, and Cllr Croker responded that the water neutrality issues are unique to this part of the country.

**C:0722:07 Neighbourhood Warden Report**

The Neighbourhood Warden reports for [May 2022](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EVqFuhf2RqlNvzuuhp6WRj4BIgl-gVp2rvsCzy9frwYLCw?e=3gLNmd) and [June 2022](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EcDwyrvwg8VKoq766Nau7XkB3p9teQfEQ-LGkrPmB04Jkw?e=NLDgGX) were circulated prior to the meeting. It was resolved to note the contents of the reports. The Clerk advised that the wardens will attend the full parish council meeting scheduled for September.

Reporting to the Police and reduction in Police presence across the whole area was discussed. The Clerk reported a good relationship with the local PCSO, especially over recent months.

Councillors requested SGS also be invited to the September full council meeting to receive an update/review following the last meeting and to discuss antisocial behaviour.

**C:0722:08 Neighbourhood Warden Steering Group Meeting**

The Chair, Cllr Ivatt and the Clerk attended the SBUB steering group meeting on 15th June. Cllr Ivatt was disappointed with the meeting, feeling there was no real purpose. The Clerk confirmed the format and objectives, noting the dominance by one of the other council representatives and lack of decision making. There has been correspondence with SPC and HDC subsequently and a position has been agreed to allow collaborative working with neighbouring parishes.

It was also noted that only Chichester and Horsham District Councils operate warden schemes.

**C:0722:09 Youth Partnership Meeting**

Cllr Chilver and the Clerk attended the youth partnership meeting held on 13th June. Councillors received an overview of the meeting, advising that Steyning now have a venue, and detached work is still being well received, therefore this is likely to continue during the summer months. Three young leaders (all from UB) were in attendance and are clearly immensely proud of their youth club. They are working on fundraising activities to purchase more equipment and have activity days. Attendance continues to increase in UB. All were concerned regarding the mental health issues of our young people and ways of further supporting the youth club were discussed.

**C:0722:10 Facilities Committee Minutes**

It was resolved to receive the draft minutes following the meeting held on [7th June](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EWp4b1CbxolBlR-fkH0ofF8BEPopKeRMJbBeqvLEKSG1Ug?e=Toowy8).

It was resolved to proceed with the drainage survey and investigative report on Saltings Field at the cost of £1000 as recommended by the Facilities Committee. Proposed Cllr Warren, seconded Cllr Birnstingl.

**C:0722:11** **Facilities Committee Terms of Reference**

It was resolved to ratify the [terms of reference](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EUBwxsa99_hAvffdwPSgvMEB0WIcJ8C8vzBtScArMaHgMQ?e=JOyO6j) for the Facilities Committee as proposed and without amendment.

**C:0722:12** **Street Lights**

The [street light provision](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EZO-SdjyL7JJhZlAeBsjuCIBz9fgTPgO_KbcpqCGvsJOQA?e=KBeA1R) was reviewed and discussed. A [quote](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/ERlSrKqXqfJAiYqAOr7X2RQB4LrYUwlNtyrs2eTODNCktA?e=I2yMeh) for additional streetlight on Henfield Road was also received.

Considering the budget position, it was resolved to defer this item until the Autumn.

**C:0722:13** **Small Dole Skatepark**

The Friends of SD Skatepark are hosting a second ‘Jam’ on 10th September. The June ‘Jam’ raised in the region of £1000.

The Clerk reported that year to date expenditure on emergency repairs is £4k.

Councillors were also made aware of a large amount of graffiti at both the skatepark and at the play area in Tottington Drive (including on the new play equipment). This has all been reported to the Wardens and Sussex Police as criminal damage.

The draft lease is ready to be issued. It was resolved that the Chair and Vice-Chair sign the lease on behalf of the council. The Chair will also register the lease with the land registry and swear the statutory declaration excluding the lease from the Landlord and Tenant Act 1954 as required. Proposed Cllr Birnstingl, seconded Cllr Chilver.

**C:0722:14** **Upper Beeding Play Area**

A [quote](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/Eeg5cL1pYDNEsJZ373d0cZEBleSfIpUmKuX1VxX9QBIYbA?e=acfY00) to replace the broken [horse](https://upperbeedingpc.sharepoint.com/:i:/s/UBPC/EZ4cPeZ0OKJKsYtjW6QYltoB85pTjV2uvVZR_xLpC4zngA?e=IF41Vr) springer/rocker was reviewed. The Clerk has asked for confirmation that it cannot be repaired.

At this point item C:0722:24 was discussed with the Chairman highlighting that the expenditure against budget is higher than expected year to date. Whilst we are still currently within budget the ‘run rate’ is high and items that have not been budgeted for need to be considered carefully to avoid overspend.

Cllr Allen requested a report including the reserves position to be circulated. The Chairman agreed to do this.

Considering the current financial position, it was resolved to remove the damaged item completely to make the area safe and repair the wet pour surface.

*Cllr Kardos tendered apologies and left the meeting.*

**C:0722:15** **Memorial Bench**

The proposed design of the previously agreed [memorial bench](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EUul3aDsQ4xGoHzMtfotnn8BUUa1NMP-F0iSP8nvno3snQ?e=MrJemd) on the recreation ground was reviewed. It was resolved to approve the proposed design and supplier. The Clerk was instructed to advise the family that they can proceed.

Councillors also considered a request for a second bench at Hyde Street Green. It was resolved to approve the request, stipulating the Glasdon Bench be installed as agreed for the recreation ground, confirming this needs to be on a concrete base.

**C:0722:16** **Riverside Walk**

The Clerk advised that the solicitors are working on acquisition of the land, terms have been agreed and the final documents are being prepared.

**C:0722:17** **Community Committee Minutes**

It was resolved to receive the draft minutes following the community committee meeting held on [5th July.](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EY6h7dt1GqpPq8W7AF2PTgkBh00HDvce-zoVjC-xmFNsbQ?e=uyv4re)

**C:0722:18** **Community Committee Terms of Reference**

It was resolved to ratify the [terms of reference](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EfNvT56HhKtPtM_FtYVooqABarUBdOV8DkhZVhyAQL5lIw?e=VzUexu) as proposed by the Community Committee including the amendment to reduce the number of councillors required to be quorate.

**C:0722:19** **Parish Councillor Vacancies**

The Clerk advised of the resignation of Cllr Newton. HDC have been informed and the notice displayed. Councillors were encouraged to promote the vacancies with a view to co-opting new members.

**C:0722:20** **HALC/WSALC representatives**

It was resolved that the Chair and Vice-Chair will be the council representatives for HALC/WSALC

**C:0722:21** **Gender Neutrality**

Cllr Allen proposed all council documentation be made gender neutral particularly with reference to the Chairman/Chair, Cllr Heaver seconded the motion, and it was agreed.

Councillors recognise that the only legal reference refers to a Chairman and noted that legal and those documents received from outside bodies could not be changed.

**C:0722:22** **Website**

The renewal of the [website domain name](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/ERRHmPMbjCpGuK9BJFztNGgBlJlrtK2BmnhE4PcBRpV-Hw?e=73n1Ij) was reviewed. It was resolved to accept the quote.

**C:0722:23 Grant Requests**

Grant applications from [Hogs Wallow Animal Sanctuary](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EbTv5TtZJ3hOoEljkirtPq0BwKAdIMcoVi5M70hdgWqqVA?e=Cc8zrw) and [Youth Club](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EV28GBE_1p9MlhIPpWMaflIBqy2U8sW2kmGPQ0H52wFPFQ?e=TxCBGM) were circulated prior to the meeting.

Having reviewed and carefully considered the applications it was resolved that the Hogs Wallow Animal Sanctuary application did not meet the criteria. The grant requested by the Youth Club was approved. Proposed Cllr Birnstingl, seconded Cllr Allen.

**C:0722:24** **Finance Reports**

The summary income and expenditure for the month ending [31st May 2022](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/ESNjqlJmvytBstsJuIV6toEBP2Gi3XF3uQWwdsPsWiMPGw?e=TnoG1o) and [30th June 2022 were received. It was resolved to note the contents of the reports.](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EUncRpZyr39GjKtVY1HcT7kBofZLGMEKYYhXUnWFOSfVNQ?e=eveyet) The Chairman will circulate a more detailed position as requested.

**C:0722:25 Bank Reconciliation**

The bank reconciliations for [May](https://upperbeedingpc.sharepoint.com/:x:/s/UBPC/ESEwo2XKrEpFqs3a7NHhF0oBOOfM70sQfchxjqlM4LQCdw?e=oo1i86) and [June](https://upperbeedingpc.sharepoint.com/:x:/s/UBPC/EUY34n1cIzVPmj3318-NmQUBOC8DnH2tsZtAMXVPLo7LLQ?e=efGGB8) were received and noted.

**C:0722:26 Payments List**

The payment made in [May](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/ES68iyK7fw1ChPyDWyy2KRUBAcslJfz2j_GBBk0jFugSAQ?e=9PIrzi), totalling £16,375.22 and [June](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EUqhZmsTULJEmda60GOjQiYBZVLWXDZ_tumc1UzTFgSEuA?e=e8hPHv) totalling £26,771.13 were noted in accordance with the Financial Regulations.

**C:0722:27 Correspondence**

It was resolved to note the [correspondence](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/ET8F94Sv8ndBjgWP7mbsw4YBzECk6OxEkqKGIBdGqDebxA?e=8Q1Pod) received.

**C:0722:28** **Clerks Recruitment**

The Clerk reported that adverts are in place on the FB page, WSALC page, website, and Clerks forum. The closing date for applications is Friday 29th July.

It was resolved that the staffing committee have delegated responsibility to shortlist, arrange interviews and agree an appointment.

**C:0722:29 Chairman’s Announcements**

The Chairman advised that the Cemetery Committee have agreed a fee increase and the annual memorial service at St Botolphs will take place, but numbers will be limited, and attendance will be by invitation only.

**C:0522:30 Matters raised by Councillors**

Cllr Chilver, along with Cllr Cannon reported attendance at the Weald to Waves climate change forum at the Knepp estate and requested a future agenda item, to discuss the issues raised and agree a lead for climate change and biodiversity matters.

Cllr Chilver also requested a future agenda item to discuss becoming a dementia friendly council. Cllr Heaver and the Community Committee are leading this project and will report back in due course.

Cllr Warren requested that a letter be sent to Sussex Police expressing concerns regarding reduced police presence and associated consequences.

There being no other business the meeting closed at 9:12 pm

Signed Date