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

**Tuesday 27th September 2022**

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

**Also present:** Clerk: Celia Price. District Councillors: Roger Noel. Neighbourhood Wardens: Paul Conroy and Mike Pearce

**Members of the Public**: None

**C:0922:01 Apologies for absence**

Apologies were received from Cllr Bull, Cllr Chilver, and Cllr Warren. Apologies were also received from District Councillor: Mike Croker and County Councillor Paul Linehan.

There were no declarations of interest.

**C:0922:02 Minutes of the last meetings**

It was resolved to approve the minutes of the meetings held on 19th July 2022. Proposed Cllr Birnstingl, seconded Cllr Cannon.

**C:0922:03 Public Adjournment**

None present

**C:0922:04 Report from District Councillors**

HDC District Councillor, Roger Noel reported that the new CEO Jane Eaton is now in post and will be visiting this ward in November. The visit will include the cement works and other key areas. Councillors were invited to suggest any key areas prior to the visit.

The HDC climate fund grant supported the installation of the solar array at Beeding and Bramber Village Hall.

HDC has £1m to spend on levelling up due to the UK Shared Prosperity Fund. This will be spent on local communities and businesses and will be used over the next 3 years. In addition, a further £872k is available from the rural prosperity fund, this must be spent on rural communities not in the town centre.

The carbon neutrality project is progressing well, reaching 46% mostly due to changing the fuel in the council vehicles.

Cllr Noel also reported concerns regarding increasing costs and lack of clarity from the government regarding future funding, therefore increases to council tax, green waste collection and parking charges look inevitable.

The Chairman invited questions and comments from councillors.

Cllr Birnstingl requested Dacre Gardens and the Shoreham Road be included in the tour with the HDC CEO, particularly with a view to using the rural prosperity fund the crossing improvements

Cllr Allen noted that UBPC is able to apply for rural prosperity funding direct.

**C:0922:05 Report from County Councillor**

Cllr Linehan tendered apologies. In his absence Cllr Birnstingl once again noted the state of the roads and commented on the need to make improvements to keep up with the WSCC transport plan.

Cllr Noel reported that there will be road closures in Upper Beeding in November when resurfacing will take place from the village hall, round the roundabout and towards Shoreham Road.

All present look forward to a future visit from County Councillor Paul Linehan.

**C:0922:06 Neighbourhood Warden Report**

The Neighbourhood Warden reports for Report for [July 2022](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EZJg6ry4J29BvefbUPceMYQBiZ4tyXNoO1Q9-KdL163Pdw?e=tXUQAD) and [August 2022](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EUz8fDkNT2lHp3E3GGKTebABWjH8GWm1uJyRSwGD9fLhVw?e=4RItH5) were circulated prior to the meeting. It was resolved to note the contents of the reports.

Paul and Mike were welcomed and gave an overview of the reports, noting it had been quiet over the summer but there have been some increased problems in the last few weeks, which they will report on at the next meeting. They also reported attendance at the SD skatejam and noted it was well attended and well organised.

The Chairman requested that the elderly and vulnerable in the community are especially considered during the coming months. The Wardens reported that they are working with HDC in providing warm spaces which will hopefully include the Hub and Small Dole village hall.

**C:0922:07 Neighbourhood Warden Steering Group Meeting**

Cllr Cannon and the Clerk attended the Neighbourhood Warden Steering Group meeting on 14th September. Cllr Cannon reported that she was the only councillor representative present out of all three parishes. She also reported that the new vicar (incorporating the role of chaplain at SGS) is starting next month.

The reciprocal working agreement was clarified, with HDC making any operational decisions required.

Finally, it was agreed that the cost of living crisis requires a greater focus on any vulnerable residents.

District Councillor Roger Noel advised that following a meeting with the Chief Inspector at HDC, it was important to report all crime and antisocial behaviour to Sussex Police and Councillors were asked to assist with this. Councillors voiced concerns that this does not fall withing the remit of a Parish Council and the difficulty in reporting and lack of action makes it seem futile. Cllr Noel will feed these comments back.

**C:0922:08** **Clerk’s report**

The Clerks [report](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EdOnoaKR7ndHrNa_SHghPooBqqZsrHKqQ-cSm4sTz77-XQ?e=vPPti9) was circulated prior to the meeting. It was resolved to note the contents.

The grant awards were noted, and all agreed to start work on a design for Riverside Walk. This will be delegated to the Facilities Committee. Cllr Allen also noted that the rural prosperity fund may help with any shortfall.

Councillors raised concerns about the skatepark and requested that a representative from the Friends of Small Dole Skatepark be invited to the next meeting.

**C:0922:09 Upper Beeding Play Area**

A [quote](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EcL1h-fDFH1AqwVRlrg_DkgBTb-43kKk4tS-X7bb_8Bxhg?e=6VFgB5) to replace rotting fence posts was reviewed and discussed. It was resolved to accept the quote. Proposed Cllr Allen, seconded Cllr Kardos and agreed.

**C:0922:10** **Civility and Respect Pledge**

The [Civility and Respect](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EV0qf5U6amRNgbrGCkQWMNUB8DKidlfLu4vI6R2FaYWnng?e=49lI9m) Pledge as [recommended by NALC](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EZsNyJigjo1EtqIBTMsa7XQBTlqXKY5Y09QQJzS4a9BL-Q?e=BtufBh) was circulated prior to the meeting. It was resolved to receive and adopt the pledge. Cllr Allen requested that this be shared with all staff.

**C:0922:11** **WSCC Winter Plan**

The [2022/23 Winter Plan](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/Ecs-S3sYVVROplrSETt4_mYBJjMK1GW-iZ5tjiu0RniH9w?e=exCsfh) from WSCC was received and noted. Requirements for a UBPC Winter Plan were discussed and it was resolved to update the emergency plan.

**C:0922:12** **Grant Request**

A [grant request](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EYLcFy5Y0otCrof6z15kHo8BKEmSDJAX3I5xqEYCNTLrmw?e=EvwQT3) from the Friends of Small Dole Skatepark was received and discussed. It was resolved to award the grant, paying for insurance and a lottery licence for one more year.

**C:0922:13** **Insurance Renewal**

The [insurance renewal](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/ETVs-t6rsH1Fhzf_QF2bRhoBb0k00wF2jeVy7vO0R49pzA?e=Vh59Zz) and annual premium was reviewed and discussed paying particular attention to the fidelity cover. It was resolved to renew, without increasing the fidelity cover, accepting the three-year plan are recommended. Proposed Cllr Birnstingl, seconded Cllr Ivatt and agreed.

**C:0922:14 External Audit Report**

The external audit report for the financial year 2021/22 has not yet been received.

**C:0922:15** **External Auditor Appointment**

It was resolvedto defer this decision until after the external audit report has been received for the 2021/22 financial year.

**C:0922:16 Internal Auditor**

It was resolved to agree to appoint Mulberry and Co as the internal auditor for the financial year 2022/23, Proposed Cllr Kardos, seconded Cllr Harber and agreed.

**C:0922:17 Bank Reconciliation**

Bank reconciliations for [July](https://upperbeedingpc.sharepoint.com/:x:/s/UBPC/EWOl4VKazWtKuY18KKTD7wkBByyxeGGlzAzn3zYEDKPU2w?e=HGz0pr) and [August](https://upperbeedingpc.sharepoint.com/:x:/s/UBPC/ET78L87haJtLllCLhWoYpHYBE2YwiKYUOPkc1Nc4PIUqfw?e=blZ0N1) were received and noted.

**C:0922:18 Payments List**

The lists of payments made in [July](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EVX2rEeJibJCr2PW1hJ-QvUBtpuCT7CC80xWFjAbvcNgmQ?e=NcKjpA) and [August](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EdUPxS7rpgZKg5XcBYbO2wcBUPiobkXksz3mizDdBefWyA?e=DOVabL) totalling £24,854.71 were received and noted in accordance with the Financial Regulations.

**C:0922:19 Finance Reports**

The income and expenditure reports ([detailed](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EWBaJVzRvdROtIp40cyl30IB2TmEfOre4lNlZiINpzu1JQ?e=UlhyUZ) and [summary](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EdViHx6ImZZGmIg3zwwoD-IBjNHWSaEuldfN7tyZcMGukg?e=HxM4eA)) and a report from the [Chairman](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EQQrqFyVJ29EunAf6fyh8jUBbU1BEfG2uZgU3quIi_StVA?e=mWyJKF) were received and noted.

**C:0922:20 Correspondence**

[Correspondence](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EavWo6GGIwVPs_O1I-SnLD4BKXpofvmAj1BVu5p88udgaA?e=zkAYfB) as distributed was received and noted.

**C:0922:21 Chairman’s Announcements**

The Chairman advised that he will be representing the Parish Council by attending the licensing of Rev Neill Stannard, joint rector of 3Bs and chaplain for SGS on Tuesday 4th October.

The Chairman thanked the outgoing Clerk on behalf of the Council and presented her with a card and gift wishing her well in her new role. He confirmed the new Clerk, Steve Keogh starts on Monday.

**C:0922:22 Matters raised by Councillors**

The following matters were raised by Councillors

Cllr Deadman raised a concern regarding the foul language of football players.

Cllr Teatum requested that streetlighting (particularly on Henfield Road) be added to the next Facilities Committee meeting agenda. In addition, he reiterated his offer of held regarding the application of a TRO on Shoreham Road

Cllr Allen requested an update on Greening Steyning taking on the piece of land outside the Rising Sun, Cllr Allen and Cllr Cannon will discuss this outside of the meeting to confirm the exact location.

Cllr Birnstingl requested that now the summer holiday is over a representative from Steyning Grammar School be invited to the next meeting.

Cllr Cannon requested an update regarding speedwatch and requested that the ‘Weald to Wave’ project be added to the agenda for the next Facilities Committee meeting.

There being no other business the meeting closed at 8:26 pm

Signed Date