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

**Tuesday 18th October 2022**

**Present:** **Councillors:** B. Harber (Chair), P. Bull, A. Chilver, C. Deadman, F. Heaver, I. Ivatt, T. Kardos,

S. Teatum and C. Warren.

**Also present:** Clerk: Steve Keogh; District Councillors: Mike Croker & Roger Noel.

**Members of the Public**: None

**C:1022:01 Apologies for absence**

Apologies were received from Cllrs Allen, Birnstingl and Cannon

Apologies were also received from County Councillor Paul Linehan.

District Councillors Croker and Noel arrived at 8.00pm.

There were no declarations of interest.

**C:1022:02 Minutes of the last meetings**

It was **RESOLVED** to **APPROVE** the minutes of the meetings held on [27th September 2022.](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EVjft_bBAVBEvXPSRcFUmiABUanV-ERf5fWkK8FoB6vn0Q) Proposed Cllr Teatum seconded Cllr Chilver.

**C:1022:03 Public Adjournment**

None present

**C:1022:04 Report from District Councillors**

HDC Councillor Croker reported that he and Cllr Noel had attended a meeting where the main topic had been ‘Water Neutrality’ and the potential effects on the Local Plan.

Cllr Warren asked if the use of the wording ‘Water Neutrality’ was confusing for residents and the water shortage would be a better description.

Cllr Noel explained that the wording was chosen to encourage developers to consider their impact on the water supplies and for the statutory bodies like Southern Water to look at their service provision.

Cllr Croker reported that the new District CEO Jane Eaton had visited the Parish, including many of the higher profile locations such as areas for development and planning issues, also the Small Dole skate park.

The new CEO had given her opinion on these issues and felt that there was very little that the HDC could add at the current time.

HDC are providing a further £250,000 to help with the cost-of-living issues. Adding to the £300,000 already allocated.

Working with the CAB, Horsham Matters and Age UK, the strategy is to provide some more CAB finance advisors, help fund the foodbanks and develop the Low-income Family Tracker.

The majority of the funds will be used to improve some services, not paying directly to residents.

Cllr Croker also announced that the Huddlestone Farm Solar Farm had been approved.

Cllr Noel reported that the Parish would only receive a single tree related to the Jubilee celebrations.

He also commented that the District Council were starting to plan for the Coronation of King Charles III on 6th May 2023.

**C:1022:05 Report from County Councillor**

Cllr Linehan tendered apologies.

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

**C:1022:06 Neighbourhood Warden Report**

The Neighbourhood Warden [Report](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EcHmjJ-EWYVGhiXL-UtlcksB5qhVaEqVgYjlsqeb23zhQA) for September was **NOTED**

Cllr Heaver asked if the Wardens could also include any action taken and successes as well as the issues.

The Clerk reported that there had been reports of damage to signs and notices at the bus stop and that there had also been comments that NISA was a target for shop lifting.

 This was attributed mainly to after school periods, although there had been a case of two males recorded on CCTV taking £130 of goods.

Cllr Heaver asked if there was a need to set up another group, such as the proposed Local Action Team, or could the Neighbourhood Watch, Speedwatch and the Neighbourhood Warden work more cohesively.

Clerk to report comments back to the group.

Cllr Teatum asked whether the Full Council was the correct place to report NHW and Speedwatch issues.

This may be a Community Committee issue.

The Chair would be looking at the various issues and ensure that the Clerk distributed them to the most relevant Committee.

**C:1022:07 Neighbourhood Warden Steering Group Meeting**

 The Clerks Verbal update regarding the meeting date was **NOTED**

**C:1022:08** **Clerk’s report**

The Clerk’s [report](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EcHmjJ-EWYVGhiXL-UtlcksB5qhVaEqVgYjlsqeb23zhQA) was circulated prior to the meeting. It was resolved to **NOTE** the contents.

Cllr Chilver asked if the two projects involving the Riverside can have a clearer title to ensure that clarity for Members and residents

The two projects were:

The Riverside walk – Managed by UBPC

The Permissive Bridleway – Managed by the Steyning and District Community Partnership.

**C:1022:10 External Audit Report**

The external audit [report](https://upperbeedingpc.sharepoint.com/%3Ab%3A/s/UBPC/EaKGrHY8IuhFjAgn-xTI99UBoQoR7eaDn5Ew6tLniqtlBg) was **RECEIVED** and **NOTED**

**C:1022:11** **External Auditor Appointment**

It was resolvedto opt into the central procurement of external auditors for the next 5 years.

**C:1022:12 Bank Reconciliation**

The Clerk’s update regarding the bank access and the September reconciliation was **RECEIVED** and **NOTED**

This would be deferred to the next Full Council Meeting once the change of administrator had been completed.

**C:1022:13 Payments List**

The lists of payments made in [September](https://upperbeedingpc.sharepoint.com/%3Ab%3A/s/UBPC/EcxIe0M8YqpAvrqI0NrkxNsBrKNsQWLkNmt1I7Q_SEwRQg) and [October](https://upperbeedingpc.sharepoint.com/%3Ab%3A/s/UBPC/EcglF-oSfxtDpBp0P6qospoBrjlpYQl73RHRt9OiJup3hw) totalling £30,939.90 were **RECEIVED** and **NOTED** in accordance with the Financial Regulations.

**C:1022:14 Finance Reports**

The income and expenditure reports ([detailed](https://upperbeedingpc.sharepoint.com/%3Ab%3A/s/UBPC/EcsGD2T9XYNEu38lOdvCRVwB5JH7fwkXLUeRmaFhAaEgtw) and [summary](https://upperbeedingpc.sharepoint.com/%3Ab%3A/s/UBPC/EX18TQyuPMFHgGYMvj-PO_cB0kuVtFQmun8hPPK1ttz8Qw)) were **RECEIVED** and **NOTED.**

**C:1022:15 Correspondence**

[Correspondence](https://upperbeedingpc.sharepoint.com/%3Aw%3A/s/UBPC/EfZX4uAmc7xNvhMMH_kwmQABW0OeEfSLKSyjQ4hQDCM6oQ) as distributed was **RECEIVED** and **NOTED**

**C:1022:16 Chair’s Announcements**

 The Chair had attended the installation of the new vicar, Neil Stannard, at St Peters Church on Tuesday 4th October 2022 along with Cllr Chilver.

He had attended the Repair Café along with Cllr Cannon.

With the Clerk, he had attended the Steyning and District Community Partnership walk along the proposed site of the Permissive Bridleway to discuss the project with the WSCC Chief Rights of Way officer.

**C:1022:17 Matters raised by Councillors**

 The following matters were raised by Councillors:

 Cllr Deadman raised the issue of the damage to the handrail by the church steps and the bench close to Adur View rest home.

 The Clerk would investigate and ask the maintenance officer to propose works.

 Cllr Chilver asked that the proposed Dementia Friendly Village status not be lost.

Cllr Heaver had been investigating this and was not sure that the Parish Council can make any practical changes or improvements.

Cllr Warren also asked what the Parish can do as there are other disabilities which also need support.

Cllr Chilver commented that possibly training could be made available to recognise the symptoms etc.

Cllr Teatum would contact the person who had offered advice in the Summer and report back.

Cllr Chilver also asked if there were any more feedback regarding the uneven pavements,

This has been reported to WSCC. Cllr Lineham will also be informed.

 Cllr Teatum had attended a meeting to discuss the Truleigh Hill ‘Improving the Landscape for People & Nature’ project and will circulate the information for all Members.

 Cllr Teatum also highlighted the Save the Poplar petition and action in Shoreham.

 Cllr Teatum asked if the silent soldiers were to be displayed for Remembrance Day.

 The Clerk would ask the Maintenance Manager to put them out.

 Cllr Bull asked that the fencing be attended to at the allotments as the cable ties were starting to fail.

 Cllr Ivatt reported that he had attended the Small Dole Village Hall Committee meeting. One item of interest was the replacement of two posts which had been used to hold hanging baskets.

 The Parish Council would be responsible for the payment for these posts once the works had been carried out.

 The Chair also highlighted the Parish Council small grants scheme.

There being no other business the meeting closed at 8.30pm

Signed Date