**Minutes of the Upper Beeding Parish Council meeting held at**

**Upper Beeding Village Hall**

**on Tuesday 25th April 2023 commencing at 7pm**

**Present:** Councillors:S. Birnstingl, A. Chilver, F. Heaver, B Harber (UBPC Chairman), P Bull, J Cannon

I. Ivatt, T. Kardos, S Teatum and C. Warren

**Also present:** Parish Clerk: Stephen Keogh

**Members of the Public**: 2 members of the Public

**C: 0423:01 Apologies for absence**

Apologies were received from Cllrs. I Allen, C Deadman.

County Cllr. P. Linehan.

**C: 0423:02 Minutes of the last meeting**

It was **RESOLVED** to approve the Minutes of the meeting held on [21st March 2023](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EXSFokQzT9lFiRGHg0Xhhc0BBHEn4C1UI1rlMka3V0MhjQ)

Proposed: Cllr F Heaver; seconded: Cllr S Birnstingl and agreed.

**C: 0423:03 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.

**C: 0423:04 Public Adjournment**

There were no questions from the Public.

**C: 0423:05 Report from** [**District Councillors**](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EdIzViex9HhPtgMEn2X9YrgBr22LM1z0xMOpC9jm2agn3g)

**Cllr Noel gave a verbal report.**

In the form of an annual review, Cllr Noel highlighted HDC successes and failures:

Both Cllrs Noel and Croker would be standing for election in 2023.

* Water neutrality and offsetting to encourage building.
* Delayed local plan.
* Government involvement and Housing numbers
* Climate Action Strategy
* Working towards carbon neutral by 2030
* Investigations into water pollution
* Wilder Horsham District
* Adur Restoration scheme

Cllr Kardos asked if there was any update regarding the former waste tip at Small Dole owned by Cemex.

Cllr Noel commented that so far there had been no further comments regarding the project and that the HDC Member would be supporting the Parishes to stop the project from happening.

The traffic movements and associated issues would affect the quality of life for the residents for some years and there were no benefits to the Parish.

The Chair commented that he was particularly concerned that the PR company were selling the project as an ecological benefit to the residents, when it was clear that the company was to profit from the works.

**C: 0423:06 Report from County Councillor**

Cllr Linehan’s apologies were **NOTED.**

**C: 0423:07 Neighbourhood Warden Report**

Councillors received and **NOTED** the monthly report for [March](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EYUT_3qfDMVFhauphenohbsBGnyXZh0LDu8EGjBPx3WBJQ) provided by the Neighbourhood Wardens.

**C: 0423:08 Clerk’s Report**

The Clerk’s [report](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EYetsn7v_ghGmRO8uMGe7w0BGcQoQMAVQ5WoWTDapoOAjg) was received and **NOTED.**

Cllr Noel commented that the Friends of Small Dole Skate Park were still looking to relocate the old ramp from HDC in Horsham.

The Clerk explained that he had not heard any more from the group for some weeks, after the Council insurers had provided some indication that a second-hand ramp may not be added to the policy, without the required safety certification.

The clerk was asked to contact the Friend group.

Cllr Croker commented that there is a dangerous section of Henfield Road at Castletown, at the entrance to Upper Beeding, which has some road signs missing. He also asked about a speed indicator device which could be used on Henfield Road to slow drivers down.

The Chair commented that this is a WSCC issue and should be brought to their attention. The Clerk would highlight the issue.

**C: 0423:09 Planning Matters**

Cllr Heaver gave a verbal report explaining that there have been some issues with the planning process, over the past few years as HDC officers have consistently approved applications which the Parish council had objected to.

He felt that there was a need to have planning meetings more regularly, to ensure that the committee provide clear objections etc.

The Chair commented that he had discussed his with the Clerk and proposed that unless a large development came forward in May, that there should be a planning meeting in June before the Facilities Committee meeting, where the issues can be dealt with, and a timetable of meetings discussed.

It was **AGREED** that a meeting should be set up for June 6th prior to the Facilities Committee meeting.

Proposed: Cllr F Heaver; seconded: Cllr S Birnstingl- and agreed.

Cllr Noel commented that the HDC Members also feel it is frustrating that the officers do approve so many plans despite the Parish Council objections. The other issue is that the Parish Council needs to ensure that the District Councillors are included in any communication to Horsham DC regarding a planning application so they can take the decision whether to request that the application be called in for decision by HDC Planning Committee (South).

**C: 0423:10**  **Annual Parish Meeting-** [Update](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EbhlGFsYqEVNibxFy34nRBIBfEHBtmXyw5VUGARWInQ8QQ) on Speakers

Southern Water representatives had, as yet, not replied to a request to attend.

It was **AGREED** that the two speakers would be sufficient and the posters etc. could be promoted.

Proposed: Cllr J Cannon; seconded: Cllr S Teatum and agreed.

**C: 0423:11 Facilities Committee Meeting 4th April 2023 Minutes –** to receive and accept the minutes of the meeting held on [4th April 2023.](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EQ76EyPL86pEgTtdZroUhMABEsQxm_4hF3HTHa-Vpt4SEg)

Councillors **RECEIVED** and **ACCEPTED** the minutes of the Facilities Committee meeting held on [4th April 2023.](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EQ76EyPL86pEgTtdZroUhMABEsQxm_4hF3HTHa-Vpt4SEg)

**C: 0423:12 Facilities Committee Recommendations – Recommendations form the meeting held on** [4th April 2023](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EWklpkwQIttFpb9NHc_DbgcB4V7CJ7ZVTHj4UFSqOy-jSw)

**F: 0423:06 Skatepark**

The Radii Ramps team had proposed some works at the skate ramp to improve the whole park and these works would include the highlighted repairs to the ramps.

It was **AGREED** that the works should be carried out and the funds would be used from the section 106 funds.

Clerk to apply for the funds.

Proposed: Cllr F Warren; seconded: Cllr A Chilver and agreed.

**F: 0423:10 Allotments   -** To consider the sheds policy

It was **AGREED** that the policy should be adopted.

Proposed: Cllr S Teatum; seconded: Cllr S Birnstingl- and agreed.

**F: 0423: 12 CIL / section 106 Funds –** To consider projects for the funds

**Sports Hall Lighting**

It was **AGREED** that the Sports Hall lighting should be paid for using the CIL funds.

Proposed: Cllr F Heaver; seconded: Cllr C Warren - and agreed.

**C: 0423:13 Finance Reports** ([summary](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EQ10uRoxLO1GlKU86yFNgTcBgG8p7yc2A2YHvzkqRqsJZg) and [detailed](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EbmOkS5S81VPqiSHcYJXvq0BI_HYg2EPeDJKQqlS_pdIHw))

Councillors received and noted the detailed income and expenditure reports up to 31st March 2023 from which the Chair reported that the Council budget is in line with the original projections.

Cllr Birnstingl asked if the number of overspends showed that the Council may be being too cautious?

The Chair commented that although some codes were overspent, there were others which were not, and the overall budget had provided a small surplus and this should be commended.

The Clerk reported that the Auditor had been able to confirm he figures for the year and there may be a surplus of £16,000 to transfer to reserves.

The Chair commented that this may mean that the existing policy, to raise the reserves by £10,000 each year until an adequate level of reserves was reached, should be completed this financial year and that the policy could be reviewed in the autumn when the budgets were being discussed for 2024/25

The auditor was still concerned about the fidelity guarantee insurance level as the reserves have increased. He also commented that some of the accounts were getting over the FSCS supported levels.

The Clerk confirmed that the CCLA account has been opened and funds will be transferred over now the audit has been completed.

**C:0423: 14 Bank Reconciliation**

Councillors received and **NOTED** the Bank [reconciliation.](https://upperbeedingpc.sharepoint.com/:x:/s/UBPC/Edct5McJyIxHldfr_935SmYBKaQrUQDauyGMycx26ygjJg) up to 31st March 2023.

**C: 0423:15 Payments List**

Councillors received and **NOTED** all payments made in [March](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/ES3kQiflejBGvaGCxwQx8XMBDKDLjJI8_lJ5Yptv9r9WzQ) 2023 for a total of £43,159.67 in accordance with the Financial Regulations.

**C: 0423:16 Correspondence**

Councillors received and noted [correspondence](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/ETpTDyRMhrdCuU7lj_ssR0IBH8bIrYiQe3CaVmqXo_k7pA) for March/April 2023.

**C: 0423:17 Chairman’s Announcements**

1. **Steyning & District Partnership**

The Chair was pleased to report that he had agreed to join the Steyning and District Partnership as a member of the company and the management committee..

1. **Thank You**

The Chair thanked all the Members and staff for their hard work support during the past four years as a Council.

He was also pleased that so many had stayed on for a further four years.

**C: 0423:18 Matters raised by Councillors**

The following matters were raised by Councillors for discussion at future meetings: -

**Cllr Heaver**

A bank along New Road was overgrown, and the trees had started to encroach on the highway.

Clerk to contact WSCC and ask who was responsible for it.

**Cllr Birnstingl**

There was a concern that the school run was starting to become a nuisance again with poor parking and thoughtless waiting to drop children to the primary school.

The Clerk was asked to contact the school to highlight the issue.

**Cllr Warren**

Thanked the Chair for his hard work during the past year.

**Cllr Cannon**

Wanted to remind the Members that the neutral term Chair is to be used instead of Chairman. The Chair commented that this is already UBPC policy.

Cllr Cannon provided a photograph of the parking close to the charge points on Priory Way. The Members agreed that the proposals were concerning and that the use of the points may be restricted pr cause further parking issues.

Cllr Roger Noel commented that he and Cllr Croker continue to contact the WSCC Councillor Paul Linehan outlining their concerns and unsuitable location of the points

**Cllr Teatum**

Has been working with the Steyning Medical Centre regarding the Dementia Friendly Village project and has found a local couple who are currently in a relevant situation to help advise other people with the condition.

There is a Dementia Awareness Week in May.

There is a proposed event that week at the Hub, to encourage people to be more aware of the issue.

There being no further business the meeting closed at8.30pm

Signed: Date: