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

**Beeding and Bramber Village Hall**

**on Tuesday 27th February 2024 commencing at 7pm**

**Present:** Councillors: F. Bull, P, Bull**,** S. Birnstingl, J Cannon, C Deadman, F Heaver, B Harber

(UBPC Chairman), and C. Warren.

Parish Clerk: S Keogh.

Mike Pearce (Community Warden)

**C: 0224:01 Apologies for absence**

Apologies were received from Cllrs. T Kardos, S Teatum and County Cllr. P. Linehan.

**C: 0224:02 Declaration of Councillors personal or prejudicial interest**

The Chair reminded councillors that previous declarations still stand (as defined under the Localism Act 2011).

No further declarations received on this occasion.

**C: 0224:03 Minutes of the last meeting**

It was **RESOLVED** to approve the Minutes of the meeting held on [Tuesday 23rd January 2024](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EUicm_GcMNlJo1CSAv3YCYsBuLY5aQ95l6lVB_oCaiuRAg)

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

**C: 0224:04 Public Adjournment**

No Public in attendance

**C: 0224:05 Report from District Councillors.**

Cllrs M Croker:

The main issue of the recent Council meeting has been the budget.

* The Council Tax would be increased by 2%.
* This will include a 6% increase in revenue spending and 30% less in capital spending these figures are skewed as a large amount of grants have allowed more capital expenditure.

One major project will be the Capitol Theatre in Horsham. Members discussed the project and the issues to be addressed. The building was first built in the 1930s and has started to look dated, also the glass frontage was not suitable and may be replaced by solar glass.

* Refurbishment and decarbonisation will cost £10m.
* Refurbishment will also increase the capacity and encourage larger acts.
* Decarbonisation – will reduce costs on heating etc. by providing new heating and improve insulation, reduce the carbon footprint.
* Change to electric rather than gas heating and provide a heat pump. Cllr Birnstingl offered a contact whose expertise was heating and ventilation systems.

Cllr R Noel:

* The Capitol Theatre refurbishment costs have risen in the past few years as with most construction materials etc.

Budgetary matters: Some increase in income anticipated from:

* An increase in Council Tax for the non-Parished areas of the district. A rise of 32% in their Council tax to be a comparable amount with parished areas.
* Possible Creation of a Horsham Town Council
* Green Bin costs increase for the second and third bins.
* Doubling the Council Tax on empty properties to encourage use of them.

Local plan responses – Many negative responses

Members discussed the plan response date sand the ways to register their response.

* 28 from Small Dole and 21 from Henfield
* Main issue being the NDP being ignored.

**C: 0224:06 Neighbourhood Wardens Report**

Councillors **RECEIVED** and **NOTED** the monthly report for January 2024 provided by the Neighbourhood Wardens.

Warden Mike Pearce gave a verbal update on the report which was **NOTED**.

He highlighted that shoplifting problems at NISA have reduced, this being an issue at most larger shops in the area.

‘Disc’ is currently used by shopwatches, pubwatches and larger Business Crime Reduction Partnerships and is being encouraged in the Village to report crime and anti-social behaviour.

They wish to find a location to start another Board Game Café in Upper Beeding.

The Wardens visit the Repair Café regularly and find it a good way to network.

Questions:

Cllr F Bull:

* Who should be contacted regarding fly tipping in the Smugglers Lane area which has been in situ for some time. – The Warden would investigate.
* The vehicle at Goldings Barn has been there for some time,

The Warden reported that the District Council and the landowner are looking at ways to remove the vehicle.

Cllr C Warren:

* What is the cost for the Fly Tipping team? Cllr Noel commented that it was part of the general waste team so was not a known cost.

Cllr Harber:

* Is encouraged that the Repair Café has become quite a good place to network and get reports of ASB etc.

**C: 0224:07 Report from County Councillor**

Due to the non-attendance of WSCC County Councillor, Paul Linehan, there was no report on this occasion.

**C: 0224:08** **HDC Local Plan –** to consider a response to the [Local Plan.](https://www.horsham.gov.uk/planning/local-plan/read-the-current-local-plan)

The Local Plan Regulation 19 Consultation response circulated with the agenda was **NOTED.**

Members discussed the Local Plan and the procedure for responding.

Following advice from Cllr Birnstingl it was **AGREED** that the section regarding river dredging be removed as there was no proof that this was a cure for the flooding and may affect the way the river flows etc.

It was **AGREED** that the issue of foul drainage and sewage being regularly found in properties in the Small Dole area needs to be highlighted and raised as an issue supporting the unsuitability of the proposed development sites in the local plan.

It was **AGREED** that, following some minor alterations, the response drafted by the Clerk should be sent in to HDC Planning along with the official response on the website.

It was **AGREED** that Members wanted to respond might highlight that the Local Plan was not legal or sound due to the lack of reference to the NDP and the inclusion of unsuitable developments within Small Dole.

It was **AGREED** that the Clerk should circulate the draft response for the Regulation 19 consultation and allow Members to respond individually.

**C: 0224: 09 Clerk’s Report**

The Clerk’s report circulated with the agenda was **RECEIVED** and **NOTED.**

The Clerk reported that a tender exercise has been carried out on the grass cutting contract, but no companies had come forward apart from Grasstech.

The other issue with the grass cutting was the removal of the Cemetery from the contract, the Vicar considers that this is a Parish Council responsibility, but there appears to be no evidence of this.

Cllr Heaver also asked if the contract included the amenity land close to the Undermill Road estate.

The Clerk’s update was **NOTED.**

**C: 0124: 10 Riverside Walk –**

The Clerk’s Update on the proposals for the path upgrade was **NOTED.**

The Proposal includes a need to allocate reserves to pay the Parish Council part of the cost for the whole project.

|  |  |
| --- | --- |
| SDNP Grant | £35,000 |
| Riverside Reserve | £4,900 |
| CIL Funds | £7, 960 |
| Capital Projects | £5,000 |
| Unallocated Reserves | £6, 000 |
|  | £ 58,860 |

It was **RESOLVED** to allocate the funds as requested by the Clerk.

Proposed Cllr F Bull Seconded Cllr C Warren

**C:0124: 11 Facilities Committee Meeting –** Minutes from the meeting held on 6th February 2024

Councillors **RECEIVED** and **ACCEPTED** the minutes of the Facilities Committee meeting held on [6th February 2024](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/Eb0hygdwWTFKtOyGmldKwekBMgrx1Z0TSPGOvM9XZiPqIw)

**C: 0224: 12 Finance Committee Meeting** [**Recommendations**](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EU3qbnczUs9LtdqQmwiaUcgBGyGVMSBAUSbuFpBv3p43xA) **–** To Consider the Recommendations from the Meeting held on 20th February 2024.

1. Recommend: to adopt the Grants Policy and Grant Application Form

It was **RESOLVED** to adopt the [Grants Policy](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EXHaypsOPQxMtMqF7JgsztQB3Zr0H8HbP3Z01BF6chCyuA) and [Grant Application Form](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EW1IZnre80ZImbakxoJ2rcIB_16eBp_ewk7RlCOqWXGE-w)

1. Recommend: to agree the Sports Hall Hire Charges for 2024/25

It was **RESOLVED** to agree the Sports Hall [Hire Charges](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EeB1uKgA0g5EnHWMSbz_HB0BNXDCbF79HSb5Wf_86_OK-Q) for 2024/25

1. Recommend: to Note the Finance [Report](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/Ea_Q6eYYl9NGgvYZLoUFR9kBT5tYOSXAjbqHrd3gVItMpQ).

It was **RESOLVED** to **NOTE** the Finance Report

1. Recommend: Office Improvements– Use of JYPC Funds

It was **RESOLVED** that the remaining funds in the JYPC budget would be used for the office Improvements.

Cllr Bull asked that this be made clear in the minutes of the next JYPC committee meeting minutes as there appears to be some repetition.

**C: 0224: 13** **JYPC Extraordinary Meeting Minutes –**

The Minutes of the JYPC Meeting held on Thursday [8th February 2024](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/EdGqYRDGw8hAnkQc219grIcBfb0Yfbi57bThmu0daUwnDA) were **NOTED.**

1. Sample [Programme.](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EUz292jmbrVIpnBVtFY90NcBlBXphoJWENv9aZKgnXyhxw)

The Sample programme was **NOTED.**

1. To Consider the [Financial Statement](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/Eb0aLU5yZmlAp7SkewIEsaEBWuiWz2i2FdzAQEPawkDy2w).

The Financial Statement was **NOTED.**

Cllr Heaver was still not clear where the Grammar School would be involved in the provision of the service and was still not encouraged by their lack of attendance at meetings of the JYPC.

**C: 0224: 14 Grant Application –** To Consider a Grant Application.

1. Grant Application – [VDU Screen](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/Ec4b1IX7eHlIs4scbCEzz7EBxMr_swA7Lj9VlH3zXHg5ZA) Application and [Wi Fi](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/ETEXXV6hHhtDowV0RkCbDGgBulo9njz_II2aZBwPIkLFoQ) – ([Support Info](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EZY0Y-ogffNMiW1UNt4zYoEBa8THlLSV7Z6q7V2MZRb_AQ)) for the Patient Participation Group (PPG).
2. It was **RESOLVED** to award the Patient Participation Group (PPG) a grant of £365; this being £265 for the VDU screen and £100 for the WiFi link.
3. Proposed - Cllr. J Cannon, seconded – Cllr F Bull and **AGREED**

**C: 0224: 12 Finance Reports** –

Councillors **RECEIVED** and **NOTED** the income and expenditure ([summary](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EbW58SllcwpPjuCVgXTlAxwB95tcsrEEpZePPclfFtprjg) and [detailed](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EROZ3bGexRNNhICDoSnfOSABmW1seqvHuw25m_alByRW8A)) for year ending 31st March 2024.

**C: 0224:13 Bank Reconciliation.**

Councillors **RECEIVED** and **NOTED** the bank reconciliation for [January 2024](https://upperbeedingpc.sharepoint.com/:x:/s/UBPC/Eb_leg33EGpLjiQGCesFDCEBKBH9OjUN3XQQ3juit3sv5g)

**C: 0224:14 Payments List** –

Councillors **RECEIVED** and **NOTED** all payments made in [January 2024](https://upperbeedingpc.sharepoint.com/:b:/s/UBPC/EQCn0zbDnItKjGQ8ViE7CHcB9fBtymglMLvv61xQQ2Kq9Q) totalling

£13, 855.55 in accordance with the Financial Regulations.

**C: 0224:15 Correspondence**

Councillors **RECEIVED** and **NOTED** [correspondence](https://upperbeedingpc.sharepoint.com/:w:/s/UBPC/Eappn5liOVVDo7G4xj4s6WkBP2xCNOJdjp_q4OrcQOTTkA) received during January and February 2024 which had been emailed in advance.

**C: 0224: 16 Chairman’s Announcements**

The Chair was pleased to report that the monitoring officer referrals have been reduced this year.

**C: 0224:17 Matters raised by Councillors**

**Cllr C Warren**

The letter from Andrew Griffiths MP did not address the issues regarding the NDP and the HDC Local Plan ignoring this.

There was no mention of the development sites in Small Dole at a recent Local Plan meeting in Henfield.

The Council should ask for a king’s picture for the office or the Village Hall.

There will be a tour of the bluebells in Small Dole on April 21st, 2024.

**Cllr Cannon**

Attended the meeting at the Small Dole Village Hall regarding the proposed solar farm at the old waste site.

Mostly positive as the field would still be used for grazing and the trees would be added to rather than removed.

Cllr Noel had not been aware of this proposal and asked for details.

**Cllr Heaver**

Signage around the A27 works is incorrect and has been causing some confusion.

Southern Water has reported a data breach, and both staff and public details are involved.

BT are proposing that they go digital in the near future; this may affect the emergency contacts and alarm systems, which are not good currently.

There have been concerns on social media regarding the use of Hyde Street and New Road to access the Grammar School. There is no pathway at some points and could be a problem.

The other issue is that the road itself is only an access road.

**Cllr C Deadman**

There are major potholes in Manor Road and Newlands Road.

There being no further business the meeting closed at8.40pm

Signed: Date: