

# UPPER BEEDING PARISH COUNCIL

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Clerk: Steve Coberman

## MINUTES OF A MEETING OF THE PARISH COUNCIL

**Date:** Tuesday 7<sup>th</sup> February 2017

**Time:** 7.30pm

**Place:** Beeding & Bramber Village Hall

<b>Present:</b>	Cllrs S Birnstingl (Chairman), K Bowlan, V Cook, R Harber, P Kentell, J Rowland, and C Warren; County Cllr D Barling; District Cllr B Staines; one member of the public, .
<b>C:0217:01</b> <i>Apologies</i>	Apologies were received from Cllrs A Chilver (personal commitments), District Cllr D Coldwell, and neighbourhood warden P Conroy.
<b>C:0217:02</b> <i>Questions from the public</i>	A member of the public raised concerns regarding speed limits in the village. County Cllr Barling indicated that he would be dealing with this in some depth in his report.
<b>C:0217:03</b> <i>Declarations of interest</i>	There were no declarations of personal or prejudicial interest by Councillors on any of the agenda items below.
<b>C:0217:04</b> <i>Minutes of previous meeting</i>	The minutes of the meeting dated 10 <sup>th</sup> January 2017 were approved by all present and signed by the Chairman. <i>Proposed by C Warren; Seconded by K Bowlan.</i>
<b>C:0217:05</b> <i>Matters arising</i>	There were no matters arising from the minutes not covered elsewhere in the agenda.
<b>C:0217:06</b> <i>Neighbourhood Warden's report</i>	The Clerk reported that Mr Conroy had emailed, but had omitted the attachment containing his report. He agreed to request the attachment, and circulate it to councillors when received.
<b>C:0217:07</b> <i>County Councillor's Report</i>	County Cllr D Barling reported orally as follows:  <u>Road markings at school</u> Mrs Linford, the head teacher at UB Primary School, had spoken to WSCC highways officers asking that the road markings at the school, including the red hatching, be renewed. They are currently virtually erased, and hence unenforceable. The officer had indicated that the work would be done, but it was still outstanding. The matter has now been escalated by County Cllr Barling, and the work will be undertaken shortly.  <u>Traffic on Henfield Road</u> A resident near the Edburton Road junction has requested a reduction in speed limits at that location, as he felt it was dangerous for residents joining a stream of fast-moving traffic. This will not be achievable, but it may be possible to introduce solid white lines to prevent overtaking. Cllr C Warren indicated that he was unhappy with this idea, as it is the only point on Henfield Road where overtaking is possible.

<p><b>C:0217:07</b> <b>County Councillor's Report (cont)</b></p>	<p><u>20mph speed limit</u></p> <p>A formal consultation will now commence in response to the parish council's request for a 20mph zone in the village. If no objections are received the proposal will be adopted automatically; if over five objections are received then the matter will have to be referred. The parish council will be required to facilitate the consultation, including leaflet drops and public meetings. The Clerk requested the text of the leaflet drop be forwarded to him as soon as possible, for inclusion in the March newsletter. A member of the public asked if a blanket zone was to be introduced, or limits in specific areas; the answer is that a zone is the only feasible mechanism, as multiple TROs would be too complex administratively. She also requested some areas be below 20mph; County Cllr Barling explained that this is not possible. In response to an enquiry from Cllr J Rowland, it was confirmed that there will no introduction of speed bumps.</p> <p><u>Disabled parking at Hyde Square</u></p> <p>Cllr P Kentell asked about including a disabled space at Hyde Square. County Cllr Barling indicated that the car park land was owned by the ground landowner of the shops, and that it was not therefore a matter in which WSCC had any standing.</p> <p><u>Shoreham Road</u></p> <p>Cllrs P Kentell and C Warren noted that the mid-road markings between Dacre Gardens and Shoreham viaduct (outside the boundaries of UBPC) were wearing away, and Cllr R Harber noted the extensive potholing in the road near the viaduct.</p>
<p><b>C:0217:08</b> <b>District Councillor's Report</b></p>	<p>District Cllr B Staines reported orally, and D Coldwell in writing, as follows:</p> <p><u>Budget</u></p> <p>The budget has been finalised, with an increase of 2.5%, and will be considered by the council next week. Cllr C Warren asked what impact the new housing development around Horsham had on council finances; District Cllr Staines had no figures to hand, and County Cllr Barling suggested the impact would probably be neutral, with costs rising largely in line with income.</p> <p><u>Rural car parking</u></p> <p>The consultation is ongoing, and the scheme is planned for introduction early next financial year.</p> <p><u>Boundary review</u></p> <p>This has been completed, and is under consultation until 3<sup>rd</sup> April. UBPC is unaffected, but the recommendations include an increase to 48 councillors as a result of the housebuilding in the north of the district.</p>
<p><b>C:0217:09</b> <b>Chairman's announcements</b></p>	<p>Cllr S Birnstingl noted that he had, with the Clerk, attended at meeting with Messrs Charman and Worth at HDC regarding promotion of the neighbourhood wardens scheme, and more generally at crime figures for the district. It was emphasised that the wardens are a community service, not a substitute police service. The wardens will shortly have a new power to levy fines for the consumption of alcohol in public spaces.</p>

<p><b>C:0217:10</b> <i>Authorisation of Payments</i></p>	<p>A resolution to authorise the following payments was approved unanimously:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 40%;">Allsaved</td> <td style="width: 40%;">Sports hall fire alarm</td> <td style="width: 20%; text-align: right;">£111.46</td> </tr> <tr> <td>Upper Beeding FC</td> <td>Pitch maintenance</td> <td style="text-align: right;">£365.00</td> </tr> <tr> <td>Shelley Signs</td> <td>per Saltings Field Conservation Group</td> <td style="text-align: right;">£1,854.00</td> </tr> <tr> <td>Valerie Cook</td> <td>Repayment of Twinning Group expenses</td> <td style="text-align: right;">£24.04</td> </tr> <tr> <td>SSALC</td> <td>LCR Review</td> <td style="text-align: right;">£51.00</td> </tr> <tr> <td>Leander Architectural</td> <td>Tree plaque</td> <td style="text-align: right;">£236.70</td> </tr> <tr> <td>Sean Teatum</td> <td>Neighbourhood Plan expenses</td> <td style="text-align: right;">£44.90</td> </tr> <tr> <td>Clarity Copiers</td> <td>Copying and printing,</td> <td style="text-align: right;">£93.13</td> </tr> <tr> <td>B &amp; B Village Hall</td> <td>Room hire</td> <td style="text-align: right;">£63.60</td> </tr> <tr> <td>Heartland electrical</td> <td>Sports hall repairs</td> <td style="text-align: right;">£151.44</td> </tr> <tr> <td>Swains</td> <td>Trees</td> <td style="text-align: right;">£128.33</td> </tr> <tr> <td>Grasstex</td> <td>Grass and hedge cutting</td> <td style="text-align: right;">£2,530.56</td> </tr> </table> <p><i>Proposed by P Kentell; Seconded by J Rowland.</i></p>	Allsaved	Sports hall fire alarm	£111.46	Upper Beeding FC	Pitch maintenance	£365.00	Shelley Signs	per Saltings Field Conservation Group	£1,854.00	Valerie Cook	Repayment of Twinning Group expenses	£24.04	SSALC	LCR Review	£51.00	Leander Architectural	Tree plaque	£236.70	Sean Teatum	Neighbourhood Plan expenses	£44.90	Clarity Copiers	Copying and printing,	£93.13	B & B Village Hall	Room hire	£63.60	Heartland electrical	Sports hall repairs	£151.44	Swains	Trees	£128.33	Grasstex	Grass and hedge cutting	£2,530.56
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<p><b>C:0217:11</b> <i>Review of outstanding actions</i></p>	<p>The Clerk tabled an updated schedule of outstanding actions, which was noted. Cllr C Warren noted that he had held back on his actions to raise matters with the Mackley family, as Mr Tony Mackley had recently died.</p>																																				
<p><b>C:0217:12</b> <i>Youth provision</i></p>	<p>The Clerk noted that there was nothing further to report.</p>																																				
<p><b>C:0217:13</b> <i>Neighbourhood planning</i></p>	<p>A report on progress, prepared by Mr S Teatum, was circulated and noted.</p>																																				
<p><b>C:0217:14</b> <i>Joint Parishes Cemetery Committee</i></p>	<p>The meeting resolved to confirm that parish contributions to the Committee be proportionate to the numbers of Band D properties in each parish. <i>Proposed by J Rowland; Seconded by P Kentell.</i></p> <p>Cllr R Harber noted that no meetings have been held since 19<sup>th</sup> December, and that early meetings are being held regarding the purchase of land.</p>																																				
<p><b>C:0217:15</b> <i>Village hall request for grant</i></p>	<p>The Clerk tabled a request from the Beeding and Bramber village hall committee for a grant of £500 towards replacement pathways. The meeting resolved to make this donation under s137 powers. <i>Proposed by C Warren; Seconded by P Kentell.</i></p>																																				
<p><b>C:0217:16</b> <i>Disabled parking at Hyde Square</i></p>	<p>This was dealt with under item 07 above. Mrs Kentell agreed to approach Rodger Smith at the computer shop to move the issue forward.</p>																																				
<p><b>C:0217:17</b> <i>Maintenance of street signage</i></p>	<p>The Clerk reported that the handyman, Will Bourne, had seen this item on the agenda and had expressed an interest in doing the work, and has the insurance required by WSCC. It was agreed that this may be a good way to go forward, but that a quotation would be needed up-front rather than merely payment by the hour. Wider village maintenance issues could be handled at the Annual Parish Meeting.</p>																																				

<p><b>C:0217:18</b> <i>Annual Parish Meeting</i></p>	<p>The following were suggested as invitees to present to the Annual Parish Meeting in April:</p> <ul style="list-style-type: none"> <li>- E-On should be invited to present on the Rampion windfarm scheme, provided they are prepared to send a project manager with the ability to answer technical and financial questions from the public, rather than the PR staff previously sent.</li> <li>- Steyning Downlands Trust.</li> <li>- The Twinning Committee</li> <li>- The Neighbourhood Plan group.</li> </ul> <p>The following were suggested as discussion items:</p> <ul style="list-style-type: none"> <li>- Speed limits.</li> <li>- The neighbourhood warden scheme.</li> <li>- Village maintenance (including verge cutting).</li> </ul>
<p><b>C:0217:19</b> <i>Accounts: Jan-17</i></p>	<p>These were presented and noted.</p>
<p><b>C:0217:20</b> <i>Bank statements: Dec-16</i></p>	<p>These were presented and noted.</p>
<p><b>C:0217:21</b> <i>Payroll: Jan-17</i></p>	<p>The report and Client's Account statement were presented and noted.</p>
<p><b>C:0217:22</b> <i>Correspondence</i></p>	<p>The Clerk tabled an email exchange regarding the snack wagon. The general feeling of the meeting was that Emma Edwards be allowed to continue with the outreach scheme involving locating the snack wagon at the bandstand unless and until it proves unreasonable. Cllr P Kentell demurred from this position. It was agreed that the need for close liaison be emphasised to Ms Edwards.</p>
<p><b>C:0217:23</b> <i>Items for information or next agenda</i></p>	<p>There were no items suggested for discussion, or to be placed on a future agenda.</p>

The meeting closed at 9.10pm. The next meeting will be held at Small Dole Village Hall on Tuesday 7<sup>th</sup> March 2017 at 7.30pm.

**Minutes signed by:** ..... **Date:** .....