

UPPER BEEDING PARISH COUNCIL

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Clerk: Steve Coberman

MINUTES OF A MEETING OF THE PARISH COUNCIL

Date: Tuesday 7th March 2017

Time: 7.30pm

Place: Small Dole Village Hall

Present:	Cllrs S Birnstingl (Chairman), K Bowlan, A Chilver, V Cook, R Harber, J Rowland, and C Warren; County Cllr D Barling; District Cllr D Coldwell; four representatives of Upper Beeding Primary School governors.
C:0317:01 <i>Apologies</i>	Apologies were received from Cllrs P Kentell (personal commitments), District Cllr B Staines, and neighbourhood warden P Conroy.
C:0317:02 <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.
C:0317:03 <i>Declarations of interest</i>	There were no declarations of personal or prejudicial interest by Councillors on any of the agenda items below. Cllr R Harber enquired as to whether he should declare an interest as regards the payment to his wife (C:0317:11), and the Clerk advised that he did not need to.
C:0317:04 <i>Access to school</i>	<p>Mrs Julie Krysik spoke on behalf of the school governors, regarding the problems with parking at and access to the school, and safety issues arising therefrom. She explained that the governors felt that the existing mesh path was inadequate to the job of carrying substantial pedestrian traffic when wet, and that a properly surfaced path would provide a strong incentive for traffic to park in the main car park with the children then accessing the school on foot. This view was endorsed by both County Cllr Barling and District Cllr Coldwell. She presented a contractor's quotation for laying an MoT type 1 surface in place of the existing mesh path, in the sum of £10,704. County Cllr Barling noted that it was possible that s106 highways money could be claimed towards a resurfacing project. It was noted that there was no plan attached to the estimate, and that it would need to take account of (a) provision of a drop kerb between the path and the car park, (b) levelling of the dips in the existing surface, particularly in the area by the meeting of the playground and the car park, and (c) reinforced subsurface by the school double gates to allow for heavy vehicle crossing.</p> <p>Cllr S Birnstingl noted that the football club had now withdrawn the objections they had previously made against installing a hard path. After significant discussion, the meeting agreed to reverse previous policy and to resurface the path as requested. It was therefore resolved to install an MoT type 1 path up to a cost of £10,750. <i>Proposed by R Harber; Seconded by K Bowlan.</i></p> <p>The Clerk was instructed to approach the contractor who had supplied the estimate to the school, noting the points above. He was also to obtain quotations from other contractors. No work should be commissioned until the school (Mrs Linford and Mrs Krysik) had agreed the specification, as it was hoped there would be no further requests for enhancements to the path. Meantime, County Cllr Barling will investigate the availability of s106 funding.</p>

<p>C:0317:05 <i>Minutes of previous meeting</i></p>	<p>The minutes of the meeting dated 7th February 2017 were approved by all present and signed by the Chairman. <i>Proposed by J Rowland; Seconded by K Bowlan.</i></p>																																	
<p>C:0317:06 <i>Matters arising</i></p>	<p>There were no matters arising from the minutes not covered elsewhere in the agenda.</p>																																	
<p>C:0317:07 <i>Neighbourhood Warden's report</i></p>	<p>The Clerk reported that Mr Conroy had emailed that he had been unable to prepare a report due to personal circumstances, but that it had been a quiet month with no reports of antisocial behaviour.</p>																																	
<p>C:0317:08 <i>County Councillor's Report</i></p>	<p>County Cllr D Barling reported orally as follows: <u>20mph zone</u> The public meeting has been arranged for 16th March, and the parish council has been exceptionally helpful in facilitating progress. If there are fewer than 5 formal objections, the officers will be able to implement the scheme at short notice; otherwise it will be decided by the county local committee. <u>Road crossing at Dacre Gardens</u> A meeting was held with a residents group who are concerned about safety when crossing the Shoreham Road. It may be possible to install further refuge bollards.</p>																																	
<p>C:0317:09 <i>District Councillor's Report</i></p>	<p>District Cllr D Coldwell reported that it had been a quiet month. In reply to a question raised at the last meeting, the effect of the 800 new houses in the district will be broadly budget-neutral. The planned ward boundary changes will primarily affect Broadbridge and Southwater.</p>																																	
<p>C:0317:10 <i>Chairman's announcements</i></p>	<p>Cllr S Birnstingl noted that he had, together with Cllr A Chilver and the Clerk, attended a meeting at the primary school to discuss access across the playing field for the school fete. It was clear that the school and FUBS had taken great effort to improve access from the street, and to undertake full contingency planning. As a result, all parties to the meeting were now satisfied that there will be no repeat of the damage to the playing field which occurred in 2016, and access will be permitted across the field provided weather conditions permit.</p>																																	
<p>C:0317:11 <i>Authorisation of Payments</i></p>	<p>A resolution to authorise the following payments was approved unanimously:</p> <table border="0" data-bbox="523 1384 1439 1753"> <tr> <td>Southern Water</td> <td>Sports hall and allotment water</td> <td>£787.78</td> </tr> <tr> <td>B&B Village Hall</td> <td>Donation</td> <td>£500.00</td> </tr> <tr> <td>Wicksteed</td> <td>Playground equipment</td> <td>£19,015.39</td> </tr> <tr> <td>Joss Cowan</td> <td>Website maintenance</td> <td>£62.50</td> </tr> <tr> <td>Clarity Copiers</td> <td>Printing, copying, and newsletter</td> <td>£110.94</td> </tr> <tr> <td>George Rose</td> <td>Stationery</td> <td>£135.62</td> </tr> <tr> <td>Colette Harber</td> <td>Cemetery expenses</td> <td>£979.50</td> </tr> <tr> <td>B&B Village Hall</td> <td>Room hire & broadband</td> <td>£172.20</td> </tr> <tr> <td>S R Coberman</td> <td>Sundries Dec-16 - Feb-17</td> <td>£408.96</td> </tr> <tr> <td>HDC</td> <td>Neighbourhood wardens 2016/17</td> <td>£22,295.00</td> </tr> <tr> <td>Will Bourne</td> <td>Handyman jobs</td> <td>£547.62</td> </tr> </table> <p><i>Proposed by A Chilver; Seconded by V Cook.</i></p>	Southern Water	Sports hall and allotment water	£787.78	B&B Village Hall	Donation	£500.00	Wicksteed	Playground equipment	£19,015.39	Joss Cowan	Website maintenance	£62.50	Clarity Copiers	Printing, copying, and newsletter	£110.94	George Rose	Stationery	£135.62	Colette Harber	Cemetery expenses	£979.50	B&B Village Hall	Room hire & broadband	£172.20	S R Coberman	Sundries Dec-16 - Feb-17	£408.96	HDC	Neighbourhood wardens 2016/17	£22,295.00	Will Bourne	Handyman jobs	£547.62
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<p>C:0317:12 <i>Review of outstanding actions</i></p>	<p>The Clerk noted that it had been a busy month with new work, and that there had been insufficient progress on outstanding matters to warrant an updated report.</p>																																	
<p>C:0317:13 <i>Youth provision</i></p>	<p>Cllr A Chilver noted that a Management Committee meeting would be held next week. District Cllr D Coldwell requested the Clerk to arrange a meeting of the Trustees for late in March.</p>																																	

<p>C:0317:14 <i>Neighbourhood planning</i></p>	<p>A report on progress, prepared by Mr S Teatum, was circulated and noted.</p>
<p>C:0317:15 <i>Joint Parishes Cemetery Committee</i></p>	<p>Cllr R Harber reported that no meetings have been held since 19th December. The Clerk reported that, due to lack of cooperation from the Co-op Bank in opening a new current account, he had decided instead to channel all Cemetery Committee funds through the existing parish council current account. He explained that the only effective impact this will have will be that the Cemetery Clerk will not be a signatory to the account; all other accounting issues will be as originally intended, with a separate Cost Account for the Committee registered in the parish council accounts. He also noted that £50,000 had been transferred from the former Burial Board to UBPC funds, with a further £7,500 approx to be transferred, and that £35,000 of this is earmarked in the accounts specifically for the purchase of land. Cllr C Warren, the chairman of the committee, suggested that the Clerk write a note to this effect to Committee members, copied to parish clerks; the Clerk agreed to draft this email for the approval of Cllr Warren, and onward transmission by the Cemetery Clerk.</p>
<p>C:0317:16 <i>Advertising in newsletter</i></p>	<p>The Clerk noted the fact that the editor of the newsletter had included commercial advertising in the latest edition, including a “recommended” byline for a taxi company. He tabled a background paper, and requested that the meeting determine a policy for advertising in the newsletter; this might be a continuation of the former (informal) policy to only include advertisements from voluntary and non-profit organisations, or might be a policy to allow inclusion of advertising, whether free or for a charge. After some discussion, the meeting expressed a preference for formally adopting the existing informal policy, but since the editor had expressed a wish to continue advertising in the newsletter it was felt that he should be invited to propose an alternative. A formal policy could then be adopted at the next council meeting. The meeting also expressed its concern that any indication of recommendation of advertisers only be included where specifically authorised by the council.</p>
<p>C:0317:17 <i>Visibility mirror on Henfield Road</i></p>	<p>The Clerk tabled a response from Chris Stark, WSCC, rejecting his request to install a visibility mirror at the junction of Manor Road and Henfield Road. The meeting was not happy with the response, and requested the Clerk to approach Valerie Manor with a view to installing the proposed mirror on their property.</p>
<p>C:0317:18 <i>Accounts: Feb-17</i></p>	<p>These were presented and noted.</p>
<p>C:0317:19 <i>Bank statements: Jan-17</i></p>	<p>These were presented and noted.</p>
<p>C:0317:20 <i>Payroll: Feb-17</i></p>	<p>The report and Client’s Account statement were presented and noted.</p>
<p>C:0317:21 <i>Correspondence</i></p>	<p>The Clerk tabled an email from FUBS inviting us to take a stall at the summer fete. It was agreed we should decline the offer. Cllr S Birnstingl noted an email received from Mr Cree, and it was agreed that no further action was required.</p>

C:0317:22 <i>Items for information or next agenda</i>	It was suggested that advertising banners around the village be added to a future agenda.
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The meeting closed at 9.30pm. The next meeting will be held at Beeding & Bramber Village Hall on Tuesday 4th April 2017 at 7.30pm.

Minutes signed by: **Date:**