

UPPER BEEDING PARISH COUNCIL

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Clerk: Steve Coberman

MINUTES OF A MEETING OF THE PARISH COUNCIL

Date: Tuesday 6th June 2017

Time: 7.30pm

Place: Beeding & Bramber Village Hall

Present:	Cllrs S Birnstingl (Chairman), K Bowlan, A Chilver, V Cook, R Harber, P Kentell, J Rowland, and C Warren; County Cllr D Barling; District Cllr D Coldwell.
C:0617:01 <i>Apologies</i>	Apologies were received from District Cllr B Staines, and neighbourhood warden P Conroy.
C:0617:02 <i>Questions from the public</i>	There were no questions from the public.
C:0617:03 <i>Declarations of interest</i>	There were no declarations of personal or prejudicial interest by Councillors on any of the agenda items below.
C:0617:04 <i>Minutes of previous meeting</i>	The minutes of the meeting dated 2 nd May 2017 were approved by all present and signed by the Chairman. <i>Proposed by P Kentell; Seconded by J Rowland.</i>
C:0617:05 <i>Matters arising</i>	There were no matters arising from the minutes not covered elsewhere in the agenda.
C:0617:06 <i>Neighbourhood Warden's report</i>	No report was received.
C:0617:07 <i>County Councillor's Report</i>	County Cllr D Barling reported orally as follows: <u>CLC, Speed limits, & parking</u> The next meeting of the Chanctonbury County Local Committee will be held at Steyning on 21 st June. Matters on the agenda affecting Upper Beeding include the 20mph zone throughout the village, and a reduction of the speed limit on Shoreham Road between High Trees and the rising Sun from 40mph to 30mph. It will also consider parking outside the school (see C:0617:08 below) and an enhanced road crossing at Dacre Gardens. Cllr P Kentell noted that the yellow lines at the junction of Hyde Street and Hyde Lane/Pound Lane had faded to near invisibility; County Cllr Barling and District Cllr Coldwell both requested photographs to enable them to progress the matter.

<p>C:0617:07 <i>County Councillor's Report (cont)</i></p>	<p><u>Bridge Closure</u></p> <p>The current proposal is that traffic on the bridge will be single-file controlled by temporary traffic lights during the course of the works, with total closure for one or possibly two weekends. The Clerk tabled an email and attached flyer from Cllr Potter, chairman of Bramber PC, which they were proposing to post through letter boxes on The Street, inviting residents to park away from The Street; given the dearth of parking in Upper Beeding, the meeting declined to follow suit.</p>																																																																		
<p>C:0617:08 <i>District Councillor's Report</i></p>	<p>District Cllr D Coldwell reported orally as follows:</p> <ul style="list-style-type: none"> - The annual meeting of the council has been held, and a new chairman elected. - Outline planning approval has been given for the erection of approx 2,500 new houses in the North Horsham area. - A task force has been set up to look into onstreet parking outside schools, and associated antisocial behaviour, which will take note of the experiences at Upper Beeding. Cllr K Bowlan suggested that the outcome might be to employ somebody with enforcement powers. <p>The Clerk reported on his recent issues with Hop Oast regarding the emptying of the litter wardens' bins, which have hopefully now been resolved.</p>																																																																		
<p>C:0617:09 <i>Chairman's announcements</i></p>	<p>Cllr S Birnstingl indicated that he had no announcements to make.</p>																																																																		
<p>C:0617:10 <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%;">Denmay Steel</td> <td style="width: 40%;">Hanging basket poles</td> <td style="width: 20%; text-align: right;">£840.09</td> </tr> <tr> <td>Victim Support</td> <td>Donation</td> <td style="text-align: right;">£50.00</td> </tr> <tr> <td>Saltings Field Cons'n Group</td> <td>Donation</td> <td style="text-align: right;">£1,250.00</td> </tr> <tr> <td>Beeding in Bloom</td> <td>Donation</td> <td style="text-align: right;">£2,500.00</td> </tr> <tr> <td>4sight</td> <td>Donation</td> <td style="text-align: right;">£100.00</td> </tr> <tr> <td>Citizens Advice</td> <td>Donation</td> <td style="text-align: right;">£300.00</td> </tr> <tr> <td>Sussex Air Ambulance</td> <td>Donation</td> <td style="text-align: right;">£300.00</td> </tr> <tr> <td>The Hub</td> <td>Donation</td> <td style="text-align: right;">£300.00</td> </tr> <tr> <td>Rialtas</td> <td>Year-end accounts</td> <td style="text-align: right;">£612.36</td> </tr> <tr> <td>Edburton Contractors</td> <td>per B&B Village Hall</td> <td style="text-align: right;">£4,701.52</td> </tr> <tr> <td>Active Grounds Maintenance</td> <td>Playing field maintenance</td> <td style="text-align: right;">£4,830.00</td> </tr> <tr> <td>Clarity Copiers</td> <td>Copying & printing</td> <td style="text-align: right;">£29.71</td> </tr> <tr> <td>Ferring Nurseries</td> <td>per Beeding in Bloom</td> <td style="text-align: right;">£62.50</td> </tr> <tr> <td>George Rose</td> <td>Stationery</td> <td style="text-align: right;">£147.67</td> </tr> <tr> <td>P W Bourne</td> <td>Handyman - Apr-17</td> <td style="text-align: right;">£1,680.00</td> </tr> <tr> <td>B & B Village Hall</td> <td>Room hire and broadband</td> <td style="text-align: right;">£157.25</td> </tr> <tr> <td>Sean Teatum</td> <td>NP Consultancy</td> <td style="text-align: right;">£360.00</td> </tr> <tr> <td>Glasdon</td> <td>Litter bin for skatepark</td> <td style="text-align: right;">£311.48</td> </tr> <tr> <td>P W Bourne</td> <td>Handyman - Hanging basket poles (interim)</td> <td style="text-align: right;">£1,945.00</td> </tr> <tr> <td>P W Bourne</td> <td>Handyman - May-17</td> <td style="text-align: right;">£648.72</td> </tr> <tr> <td>HDC</td> <td>Saltings Field rent</td> <td style="text-align: right;">£300.00</td> </tr> <tr> <td>Swains Farm Shop</td> <td>Tree</td> <td style="text-align: right;">£49.42</td> </tr> </table> <p><i>Proposed by P Kentell; Seconded by V Cook.</i></p>	Denmay Steel	Hanging basket poles	£840.09	Victim Support	Donation	£50.00	Saltings Field Cons'n Group	Donation	£1,250.00	Beeding in Bloom	Donation	£2,500.00	4sight	Donation	£100.00	Citizens Advice	Donation	£300.00	Sussex Air Ambulance	Donation	£300.00	The Hub	Donation	£300.00	Rialtas	Year-end accounts	£612.36	Edburton Contractors	per B&B Village Hall	£4,701.52	Active Grounds Maintenance	Playing field maintenance	£4,830.00	Clarity Copiers	Copying & printing	£29.71	Ferring Nurseries	per Beeding in Bloom	£62.50	George Rose	Stationery	£147.67	P W Bourne	Handyman - Apr-17	£1,680.00	B & B Village Hall	Room hire and broadband	£157.25	Sean Teatum	NP Consultancy	£360.00	Glasdon	Litter bin for skatepark	£311.48	P W Bourne	Handyman - Hanging basket poles (interim)	£1,945.00	P W Bourne	Handyman - May-17	£648.72	HDC	Saltings Field rent	£300.00	Swains Farm Shop	Tree	£49.42
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<p>C:0617:11 <i>Review of outstanding actions</i></p>	<p>The Clerk tabled an updated schedule of outstanding actions, which was noted..</p>																																																																		

C:0617:12 <i>Neighbourhood planning</i>	A report on progress, prepared by Mr S Teatum, was circulated and noted.
C:0617:13 <i>Neighbourhood plan consultancy</i>	As requested at the May meeting (C:0517:16), the Clerk tabled a draft consultancy contract for himself and Mr Teatum to sign; he indicated that it contained all features necessary to make it a non-employment contract. The meeting resolved to agree the contract as drafted, and authorised the Clerk to sign on behalf of the council. <i>Proposed by K Bowlan; Seconded by R Harber.</i>
C:0617:14 <i>Joint Parishes Cemetery Committee</i>	Cllr R Harber reported that the next meeting of the committee will meet on 3 rd July. All money previously held in the former Burial Board bank account has now been passed across to Upper Beeding.
C:0617:15 <i>Twinning Committee</i>	Cllr V Cook reported that there had been an overwhelming lack of public interest in the twinning initiative, and that as a result she was resigning the chair of the committee. She has already informally warned Mme. Debu in Livré sur Changeon of the position. Cllr S Birnstingl agreed to attempt to drum up interest via social media. Cllr C Warren suggested that we request local residents agree to take in visitors from the Brittany village for a weekend.
C:0617:16 <i>Annual Governance Statement for 2016/17</i>	The Governance Statement section of the Annual Return for the year ending 31st March 2017 was tabled by the Clerk, considered, approved, and signed by the Chairman and Clerk. <i>Proposed by A Chilver; Seconded by P Kentell.</i>
C:0617:17 <i>Accounts for 2016/17</i>	The Accounting Statement section of the Annual Return for the year ending 31st March 2017 was tabled by the Clerk, considered, approved, and signed by the Chairman and Clerk. <i>Proposed by C Warren; Seconded by R Harber.</i>
C:0617:18 <i>SSALC training</i>	At the request of Cllr S Birnstingl, the Clerk tabled information on an SSALC Meeting Procedures Briefing and Awareness Training day. The Clerk requested that any interest in the course be indicated to him, and that he would therefore arrange booking.
C:0617:19 <i>Accounts: Apr/May-17</i>	These were presented and noted.
C:0617:20 <i>Bank statements: Apr-17</i>	These were presented and noted.
C:0617:21 <i>Payroll: Apr-17</i>	The report and Client's Account statement were presented and noted.
C:0617:22 <i>Correspondence</i>	The Clerk tabled the following item of correspondence not dealt with in the agenda: <ul style="list-style-type: none"> - An email from Mrs Burt of Horsham Matters suggesting a meeting to discuss ongoing youth provision. [The Clerk was asked to invite her to the Policy & Resources Committee meeting on 20th June]. - Documentation from SALC and the SDNPA regarding election of parish representatives. [The Clerk was asked to raise this again at the Policy & Resources Committee meeting on 20th June]. - CPRE "Sussex News" magazine

<p>C:0617:23 <i>Items for information or next agenda</i></p>	<p>Cllr S Birnstingl tabled a letter and posters from “Seafarers UK” requesting the flying of a flag for Merchant Navy Day; the Clerk was asked to table this for the July agenda. Cllr C Warren noted that the cement works on Shoreham Road is now owned by Steve Dudman. Cllr K Bowlan noted that the paths by the riverside had now been mown.</p>
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The meeting closed at 9.05pm. The next meeting of the council will be held at Beeding & Bramber Village Hall on Tuesday 4th July 2017 at 7.30pm.

Minutes signed by: **Date:**