

UPPER BEEDING PARISH COUNCIL

r/o 3 Hyde Square ~ Upper Beeding ~ West Sussex ~ BN44 3JE

Tel: 01903 810316

email: upper.beeding@btconnect.com

www.upperbeeding-pc.gov.uk

Clerk: Steve Coberman

MINUTES OF A MEETING OF THE PARISH COUNCIL

Date: Tuesday 4th July 2017

Time: 7.30pm

Place: Beeding & Bramber Village Hall

Present:	Cllrs S Birnstingl (Chairman), V Cook, R Harber, P Kentell, J Rowland, and C Warren. District Cllr B Staines.
C:0717:01 <i>Apologies</i>	Apologies were received from Cllrs K Bowlan and A Chilver (both personal commitments), County Cllr D Barling, District Cllr D Coldwell, and neighbourhood wardens P Conroy & M Pearce.
C:0717:02 <i>Questions from the public</i>	There were no questions from the public.
C:0717:03 <i>Declarations of interest</i>	There were no declarations of personal or prejudicial interest by Councillors on any of the agenda items below.
C:0717:04 <i>Minutes of previous meeting</i>	The minutes of the meeting dated 6 th June 2017 were approved by all present and signed by the Chairman. <i>Proposed by C Warren; Seconded by P Kentell.</i>
C:0717:05 <i>Matters arising</i>	C:0617:07: Cllr S Birnstingl reported that Chanctonbury CLC have approved our request for a 20mph zone through the village, but that the requests to lower the speed limit on Henfield Road and Shoreham Road from 40mph to 30mph were not approved due to legal issues. These may, however, be resolved at some point.
C:0717:06 <i>Neighbourhood Warden's report</i>	A written report was circulated and noted. The Clerk was asked to follow up on the letter he wrote to the PCC regarding antisocial behaviour in the playground, to which no response has yet been received.
C:0717:07 <i>County Councillor's Report</i>	No report was received.
C:0717:08 <i>District Councillor's Report</i>	District Cllr B Staines reported orally as follows: <ul style="list-style-type: none"> - The Woodmancote Neighbourhood Plan has now passed all stages of approval, and has been adopted. - Following Grenfell Tower, fire safety has been reviewed at all social housing sites; no problems have been identified. <p>Cllr C Warren alerted District Cllr Staines of the proposed Wates development in Small Dole, and the Clerk was asked to make Henfield PC aware that their agents have approached us for a meeting (which we have rejected, see P:0717:08).</p>

<p>C:0717:09 <i>Chairman's announcements</i></p>	<p>Cllr S Birnstingl noted that he was meeting representatives of HDC and UB primary school the next morning to follow up on previous discussions regarding parking outside the school.</p>																																													
<p>C:0717:10 <i>Authorisation of Payments</i></p>	<p>A resolution to authorise the following payments was approved unanimously:</p> <table border="0" data-bbox="523 365 1437 853"> <tr> <td>EDF</td> <td>Sports hall electricity</td> <td>£1,232.65</td> </tr> <tr> <td>T Miles & Son</td> <td>Poles</td> <td>£486.00</td> </tr> <tr> <td>R J Meaker</td> <td>Playground fence</td> <td>£4,746.67</td> </tr> <tr> <td>SLCC</td> <td>Clerk subs</td> <td>£177.00</td> </tr> <tr> <td>G J Stanbridge</td> <td>Cemetery maintenance</td> <td>£1,000.00</td> </tr> <tr> <td>Auditing Solution</td> <td>Internal audit fee</td> <td>£504.00</td> </tr> <tr> <td>Letterbox Logistics</td> <td>Newsletter distribution</td> <td>£232.20</td> </tr> <tr> <td>PHB</td> <td>Path in Memorial Field</td> <td>£10,092.82</td> </tr> <tr> <td>Ferring Nurseries</td> <td>per Beeding in Bloom</td> <td>£161.50</td> </tr> <tr> <td>P W Bourne</td> <td>Handyman</td> <td>£1,854.18</td> </tr> <tr> <td>Sean Teatum</td> <td>NP consultancy</td> <td>£90.00</td> </tr> <tr> <td>Clarity</td> <td>Copying/printing & newsletter</td> <td>£130.99</td> </tr> <tr> <td>Playsafety</td> <td>Playground inspections</td> <td>£378.00</td> </tr> <tr> <td>B & B Village Hall</td> <td>Room hire</td> <td>£63.60</td> </tr> <tr> <td>Horsham Matters</td> <td>Youth service employment costs</td> <td>£3,354.46</td> </tr> </table> <p><i>Proposed by C Warren; Seconded by J Rowland.</i></p>	EDF	Sports hall electricity	£1,232.65	T Miles & Son	Poles	£486.00	R J Meaker	Playground fence	£4,746.67	SLCC	Clerk subs	£177.00	G J Stanbridge	Cemetery maintenance	£1,000.00	Auditing Solution	Internal audit fee	£504.00	Letterbox Logistics	Newsletter distribution	£232.20	PHB	Path in Memorial Field	£10,092.82	Ferring Nurseries	per Beeding in Bloom	£161.50	P W Bourne	Handyman	£1,854.18	Sean Teatum	NP consultancy	£90.00	Clarity	Copying/printing & newsletter	£130.99	Playsafety	Playground inspections	£378.00	B & B Village Hall	Room hire	£63.60	Horsham Matters	Youth service employment costs	£3,354.46
EDF	Sports hall electricity	£1,232.65																																												
T Miles & Son	Poles	£486.00																																												
R J Meaker	Playground fence	£4,746.67																																												
SLCC	Clerk subs	£177.00																																												
G J Stanbridge	Cemetery maintenance	£1,000.00																																												
Auditing Solution	Internal audit fee	£504.00																																												
Letterbox Logistics	Newsletter distribution	£232.20																																												
PHB	Path in Memorial Field	£10,092.82																																												
Ferring Nurseries	per Beeding in Bloom	£161.50																																												
P W Bourne	Handyman	£1,854.18																																												
Sean Teatum	NP consultancy	£90.00																																												
Clarity	Copying/printing & newsletter	£130.99																																												
Playsafety	Playground inspections	£378.00																																												
B & B Village Hall	Room hire	£63.60																																												
Horsham Matters	Youth service employment costs	£3,354.46																																												
<p>C:0717:11 <i>Review of outstanding actions</i></p>	<p>The Clerk tabled an updated schedule of outstanding actions, which was noted..</p>																																													
<p>C:0717:12 <i>Neighbourhood planning</i></p>	<p>A report on progress, prepared by Mr S Teatum, was circulated and noted. The Clerk noted that a new grant of approx £6,000 had been received from Locality, and that we had been alerted of another neighbourhood plan- this time in Buckinghamshire- which had been rejected on judicial review.</p>																																													
<p>C:0717:13 <i>Joint Parishes Cemetery Committee</i></p>	<p>Cllr R Harber reported that a meeting of the committee was held on 3rd July. Mr P Bowell of Steyning PC was elected chairman. Most discussion was procedural, and the bulk of substantive decisions were deferred.</p>																																													
<p>C:0717:14 <i>Twining Committee</i></p>	<p>Cllr V Cook reported that there had been a continuing overwhelming lack of public interest in the twinning initiative, and that nobody was prepared to take her place as chair of the committee. The meeting reluctantly accepted that nothing further could be done, and thanked Cllr Cook for her sterling efforts in trying to drum up interest. The Clerk was asked to draft a letter to M Fraud of Livré-sur-Changeon to express our disappointment.</p>																																													
<p>C:0717:15 <i>Internal audit report</i></p>	<p>The Clerk tabled the Internal Auditor's report for 2016/17, noting that it raised no issues which required to be addressed. The meeting thanked the Clerk for providing administrative procedures to meet all audit requirements.</p>																																													
<p>C:0717:16 <i>Merchant Navy Day</i></p>	<p>Cllr S Birnstingl tabled a request to advertise this event. It was agreed that no flag display was appropriate, but that we would put up signs on our noticeboards and website.</p>																																													
<p>C:0717:17 <i>Accounts: Jun-17</i></p>	<p>These were presented and noted.</p>																																													
<p>C:0717:18 <i>Bank statements: May-17</i></p>	<p>These were presented and noted.</p>																																													

C:0717:19 <i>Payroll: Jun-17</i>	The report and Client's Account statement were presented and noted.
C:0717:20 <i>Correspondence</i>	The Clerk tabled the following item of correspondence not dealt with in the agenda: <ul style="list-style-type: none"> - LCR magazine. [3 copies were distributed to councillors]. - A card from FUBS thanking us for our cooperation with access to the Memorial Field for the school fete. - The Boundary Commission recommendations for Horsham.
C:0717:21 <i>Items for information or next agenda</i>	Cllr P Kentell noted that the hanging basket display was looking splendid. It was also noted that the surface of the new path at the Memorial Field appeared to be shifting.

The meeting closed at 8.35pm. The next meeting of the council will be held at Small Dole Village Hall on Tuesday 5th September 2017 at 7.30pm.

Minutes signed by: **Date:**