

Upper Beeding Parish Council

Minutes of the Upper Beeding Annual Council meeting held at Upper Beeding Village Hall on Tuesday 21st May 2023 commencing at 7pm

Present: Councillors: S Birnstingl, C Deadman, F Heaver, B Harber (UBPC Chair), F Bull, J Cannon, S Teatum, . Warren and T Kardos.

Also present: Parish Clerk: Stephen Keogh
2 x residents

C: 0524:01 Election of the Council Chair

Cllr Harber was elected as Chair of the Parish Council for the 2024/25 municipal year, proposed by Cllr Warren, seconded Cllr Heaver and **AGREED**.

Cllr Harber thanked all members for their vote of confidence.

C: 0524:02 Chair's Declaration of Acceptance of Office

Cllr Harber agreed to sign the Chair's declaration of acceptance of office.

C: 0524:03 Election of Vice Chair

Cllr Kardos was elected as Vice-Chair of the Parish Council for the 2024/25 municipal year, proposed by Cllr Harber, seconded Cllr Teatum and **AGREED**. Cllr Kardos agreed to sign the Vice-Chair's declaration of acceptance of office.

C: 0524: 04 Apologies for absence

Apologies were received from Cllrs. P Bull.
County Councillor. P. Linehan.
District Councillors M Croker and R Noel.

C: 0524:05 Declaration of Councillors personal or prejudicial interest

The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011).
No further declarations received on this occasion.

C: 0524:06 Minutes of the last meeting

It was **RESOLVED** to approve the Minutes of the meeting held on held on [30th April 2024](#).
Proposed Cllr C Warren: seconded Cllr S Birnstingl and **AGREED**.

C: 0524:07 Public Adjournment

A resident asked if there was any way the Parish Council can highlight the issue of the highways in the area.

- Speeding motorists.
- Antisocial Driving – Low compliance of 20MPH limit.
- Potholes

The 20 mph limit was an opportunity to reduce the issues of the speeding in the village.

The 20mph limit was then not supported by the police or other organisations. There is a need for the limits to be adhered to and if not then offenders should be punished.

There is a chance that the Speedwatch initiative could help. This had been started but there was an issue with the organiser, and this has stalled. The Clerk would investigate how this can be started again.

The resident also asked about e-scooters in the village.

The Clerk was unsure of the regulations, as in some area the scooters are encouraged and available for hire, which the Police and Crime Commissioner has been active in confiscating the scooters in other villages.

The Clerk would contact the police and the Wardens and see what the regulations are.

- C: 0524:08** **Update from County Councillor** – to receive a report from Councillor, Paul Linehan. Cllr P Linehan was unavailable.
- C: 0524:09** **Update from District Councillor** – to receive an update from HDC Councillors, Mike Croker and Roger Noel. HDC Councillors, Mike Croker and Roger Noel were unavailable as attending HDC Planning Committee South Meeting.
- C: 0524:10** **Neighbourhood Warden Report**
Councillors received and **NOTED** the monthly report for [April 2024](#) provided by the Neighbourhood Wardens.
- C: 0524:11** **Standing Orders** – Annual review of Standing Orders
The [Standing Orders](#) were circulated prior to the meeting. These were reviewed and **ADOPTED** with no amendments. Proposed Cllr Heaver, seconded Cllr Cannon and **AGREED**.
- C: 0524:12** **Financial Regulations** – Annual Review of the Financial Regulations
The new 2024 [Financial Regulations](#) were circulated prior to the meeting. These were **ADOPTED** with no amendments.
Proposed Cllr Harber, seconded Cllr Warren and **AGREED**.
- C: 0524:13** **Code of Conduct** - Annual review of the Members Code of Conduct
The [Members Code of Conduct](#) circulated prior to the meeting. This were reviewed and **ADOPTED** with no amendments.
Proposed Cllr F Bull, seconded Cllr Birnstingl and **AGREED**.
- Members discussed the process of disciplining Councillors. The issue being that there are very few ways for the Members to be reprimanded if they break the Code. It was noted that no such process had been required in respect of UBPC.
- C: 0524:14** **Committee Membership**
It was resolved to appoint members to the Community, Facilities, Planning, Finance and Staffing Committees for the municipal year 2024/25 as per the attached [Committee Membership](#)
Proposed Cllr Harber, seconded Cllr Deadman and **AGREED**.
- C: 0524:15** **Representatives to Outside Organisations**
It was **RESOLVED** to appoint representatives to Outside Organisations for the municipal year 2021/22 as per the attached [schedule](#).

Proposed Cllr Warren, seconded Cllr Birnstingl and **AGREED**.

- C: 0524: 16** **General Power of Competence** – To adopt the General Power of Competence. The details of the [General Power of Competence](#) were circulated prior to the meeting. This was reviewed and **ADOPTED**.
Proposed Cllr F Bull, seconded Cllr Cannon and **AGREED**.
- C: 0524:17** **Consent for the Summons to Attend Meetings to be Transmitted in Electronic Form**
It was **RESOLVED** to accept the summons to attend meetings by electronic form and Members signed the declaration.
- C: 0524:18** **To agree the meeting schedule for 2024/2025** – To confirm the meetings schedule. The [meetings schedule](#) circulated with the agenda was **ADOPTED** with amendments to the planning meetings to be on the same night as Full Council.
Proposed Cllr Bull, seconded Cllr Chilver and **AGREED**.
- C: 0524: 19** **Community Committee minutes for adoption by Full Council**
The Minutes of the Community Committee Held on [7th May 2024](#). circulated with the Agenda were **ADOPTED**.
Proposed: Cllr F Heaver; seconded: Cllr C Warren - and agreed.
- C:0524: 20** **Annual Parish Meeting –**
The Parish Clerk’s verbal update on the Annual Parish Meeting was **NOTED**.
- C:0524: 21** **Saltings Field Lease –**
The report circulated with the agenda, was **NOTED**.
It was **AGREED** to instruct the Clerk to request Horsham District Council to start the process to revoke the Saltings Field Lease.
- C:0524: 22** **Project Update.**
i. Skatepark Upgrade – Update on the Skatepark Upgrade project.
The Clerk’s report circulated with the agenda, was **NOTED**.
The Clerk confirmed that the Friends of Small Dole Skate Park funds have been received in the Council’s bank account.
The First payment of £10,000 has been made.

ii. Saltings Loop Footpath Upgrade – Update of the Riverside Walk Project.
The report circulated with the agenda, was **NOTED**.
The Clerk confirmed that the project funds from the SDNPA and the REPF have been applied for and should be received in the coming days.
- C:0524: 23** **Financial Update –**
Income and Expenditure Reports ([summary](#) and [detailed](#)) to date.
Councillors received and **NOTED** the reports for April 2023.
- C: 0524: 24** **Finance Matters –**
i. To Agree the [Internal Auditor](#) for the Council Accounts.
The report circulated with the agenda, was **NOTED**.
It was **AGREED** that Mulberry Local Council Services Ltd would be selected as the internal auditor for the Council for the 2024/25 municipal year.
It was **AGREED** that the three-year quotation by Mulberry Local Council Services Ltd would be accepted.

ii. To agree the list of Direct Debits and Signatories for the Parish Council. The report circulated with the agenda, was **NOTED**. It was **AGREED** to accept the Direct Debits and Bank Signatories for the 2024/25 municipal year.

- C:0524: 25** **Bank Reconciliation** – to receive and note the bank reconciliation for [April 2024](#)
Councillors received and **NOTED** the Bank reconciliation for [April 2024](#)
- C:0524: 26** **Payments List** – to receive and note payments made in [April 2024](#) accordance with Financial Regulations
Councillors received and **NOTED** all payments made in April 2024 for a total of £11,745.84 in accordance with the Financial Regulations.
- C: 0524:27** **Correspondence**
Councillors received and noted [correspondence](#) for April and May 2024.
- C: 0523:29** **Chair’s Announcements**
Thanked the Members for their support over the past year and for their vote of confidence.
Had attempted to attend the recent Glebe Farm Development meeting but was unable to gain entrance, due to the large numbers attending.
Cllr Heaver was able to attend and is concerned, amongst other issues, that the large-scale development would put additional strain on local services, particularly healthcare; that the indicated 265 houses would presage further developments; and that the preponderance of larger housing preferred by developers would not meet the needs of the local communities.
- C: 0523:30** **Matters raised by Councillors**
The following matters were raised by Councillors for discussion at future meetings: -
- Cllr Deadman**
Asked the Clerk if he could arrange for the footpath from Shoreham Road to the Rising Sun pub to be cut back.
The Clerk reported that this was arranged for early June.
- Cllr F Bull**
Attended the Joint Parish Climate Action Group meeting. The notes will be forthcoming, but the highlights of the meeting were:
The Local Cycling and Walking Infrastructure Plan (LCWIP) is to be carried out by Steyning & District Community Partnership but needs input from other local groups. Details will follow.
The Life on The Verge project is going well.
Local Nature Recovery Survey is still open for comments, but it is not known if it is only local authorities invited to comment.
Could the Steyning and District Partnership be invited to speak at a future Council Meeting?
- Cllr Birnstingl**
Is concerned regarding the effects of neglect of the Highways, as the recent incident of a branch piercing a moving vehicle windscreen on A283 clearly shows.

WSCC need to be persuaded that the surroundings of the highway network need to be improved as overgrown hedges and trees are a real danger to road users.

Cllr Kardos

Reported that the TRO for the road between Poynings and Edburton has been approved.

Cllr Cannon

Reported that the Draft Climate Action Plan was nearly ready.

Asked if there was still funding for the planting of trees. The Clerk confirmed that there were some funds, but this was for both planting and maintenance.

Cllr Warren

The South Downs Way crossing of the A283 is causing some issues and needs to be highlighted to the WSCC maintenance team regarding the damage to the reservation itself and the incidents which have occurred.

Cllr Teatum explained that this and all incidents have been passed to WSCC and that they have reported that the crossing still needs some final works.

Cemex have been in contact regarding the possibility of the tip being covered with a new layer of inert material over the old tip. They claim this will benefit the community, as less leachate will leak from the tip. By implication, this shows they see the leachate as a harmful discharge.

There has yet to be a planning application submitted so, should this come forward, the effects on the village need to be weighed up as there will be over 4000 vehicle movements in the 5 years it may take to complete the task.

The Clerk commented that there is a potential public meeting to be held in Small Dole in June.

Cllr Heaver

Commented that a recent listed building planning application, for a change of windows, had a lot of information but seemed to miss the important details, which would be the colour of the frames.

A sign for the swimming pool has turned up on a fence in Hyde Street, the owner of the fence did not give permission so it will be removed.

There being no further business the meeting closed at 8.50pm

Signed:

Date: