

# Upper Beeding Parish Council

## Minutes of the Facilities Committee meeting held at Beeding and Bramber Village Hall, on Tuesday 11<sup>th</sup> June 2024 at 7.00pm

**Present:** Councillors: C. Warren (Chair), S Birnstingl, J Cannon, F Heaver, R Harber

**Also, present:** Steve Keogh (Parish Clerk)  
John Young (Maintenance Manager)

**F: 0624: 01 Election of Chair**

It was **RESOLVED** to re-elect Cllr C. Warren as Chair for the Facilities Committee for the municipal year ending May 2025.

Proposed: Cllr B. Harber; Seconded: Cllr F Heaver.

**F: 0624: 02 Election of Vice Chair**

It was **RESOLVED** to re-elect Cllr J Cannon as Vice-Chair for the Facilities Committee for the municipal year ending May 2025.

Proposed: Cllr C. Warren; Seconded: Cllr F. Birnstingl.

**F: 0624: 03 Apologies for absence**

Apologies received and accepted from:

Cllrs F Bull, Deadman, Kardos, and Stephie Shorey (Tree Warden)

**F: 0624: 04 Declaration of Councillors personal or prejudicial interest – to receive any declarations of interest as defined under the Localism Act 2011.**

There were no additional Declarations of Interest.

**F: 0624: 05 Minutes of the last meeting –**

The minutes of the Facilities Committee meeting held on [2<sup>nd</sup> April 2024](#) were approved as a true and accurate record.

Proposed Cllr Warren seconded Cllr Cannon and **AGREED**.

**F: 0624 :06 Public Adjournment – to receive questions & comments from members of the public. No Public were present.**

**F: 0624:07 Skatepark –**

The Clerk's [Update](#) circulated with the agenda was **NOTED**

Cllr Warren requested that the Clerk check that the new skatepark ramps are not encroaching on the land not included in the lease and that if this is the case that the landowner acknowledge the increased footprint in writing.

**F: 0624:08 Facilities –**

The [report](#) from John Young, Maintenance Manager circulated with the agenda was **NOTED**.

The slide in Upper Beeding Play area is ordered and needs to be chased up.

It was **AGREED** that the birch tree removed from Hyde Street Green would not be replaced at the current time and that this situation would be monitored.

The Maintenance Manager's verbal report was **NOTED**.

The recent meeting with the new board and Manager at Upper Beeding Football Club discussing some of the items agreed for the budget this year.

The Club have a qualified electrician and plumber who are happy to be involved in a working party to decorate and improve the changing rooms including the shower heads and the wall heater.

Cllr Birnstingl was concerned that the short-term project of decorating the changing rooms and facilities should not detract from the larger project of the new facilities to meet the needs of the Club and the community.

Cllr Harber and Heaver commented that this could be the best opportunity to start discussions with the club to involve them more and to encourage them to drive the project and apply for funding.

A recent incident is that the grass cutting contractor has damaged one of the memorial benches on the recreation ground and this will need to be replaced. They have agreed to take responsibility and replace it at no cost to the Council.

Cllr Cannon asked that the Club be reminded that the ratchets for the ball nets, need to be checked as they are eye level.

**F: 0624:09**

**Sports Facilities – Club Agreements**

**i.** The Football Club Agreement

It was **AGREED** to **RECOMMEND** to Full Council that the wording was **AGREED** without any changes.

It was also **AGREED** to **RECOMMEND** to Full Council that the cost per month should be increased to £165.00 per month.

**ii.** The Cricket Club Agreement

**iii.** It was **AGREED** to **RECOMMEND** to Full Council that the wording was **AGREED** without any changes.

It was also **AGREED** to **RECOMMEND** to Full Council that the cost per month should be increased to £125.00 per season.

**F: 0624: 10**

**Sports Hall –**

The [Update](#) on the Office upgrade circulated with the agenda was **NOTED**.

The architect has confirmed that the initial planning application will be for change of use rather than anything else as the majority of the works are permitted development.

**F: 0624: 11**

**Allotments –**

The verbal report was **NOTED**.

There are no plots available and only one person on the waiting list.

There are two plots which are of concern, and the holders of both have been contacted.

One of the plot holders has started to work on their plot, but one has not replied.

**F: 0624:12**

**Riverside Pathway –**

The Project [Update](#) circulated with the agenda was **NOTED**.

The Clerk reported that the contractor has applied for the Environment Agency Permit and that the decision will be made in approximately 8 weeks; this means that the proposed start date will be early to mid-August, and this will be completed in October.

Members asked that the Clerk contact WSCC and ask for the pathway on the Bramber side of the River Adur between the Bramber Bridge and the Steyning access point be cut back as foliage is affecting the pathway as this is the only access for walkers etc.

The new riverside walkway is a footpath but should not encourage cycling.

**F: 0624: 13**

**Joint Parish Youth Committee**

The [Update](#) on the JPYC Equipment Purchase circulated with the agenda was **NOTED**.

The Members were informed that the new Youth Worker had started to work on the project and is looking for support workers and volunteers. This may prove difficult and so temporary staff may need to be brought in

It was **AGREED** to **RECOMMEND** to Full Council that the JYPC along with the Clerk could employ temporary seasonal staff for the summer programme.

The Clerk was instructed to ensure that the Parish Council is fully included in the decision by e-mail.

**F: 0624: 14Matters raised by Councillors** – to receive matters for information or discussion for future agendas.

**Cllr Cannon:**

Asked if there was any way that the Sports Hall project could be brought forward. The recent survey of the premises has provided a number of questions and there may need to be a user survey. The previous survey will be brought to the next meeting.

Further asked if the survey had been used to provide the previous plans and ideas.

The Clerk will look to contact Leisure and Sport people to provide some way forward and options.

Steyning Leisure may be contacted.

Cllr Harber stated that with the skatepark and the Riverside Walk projects about to start, it may be a good strategy to wait until these have been completed to show that the Parish Council can get things done.

There being no further business the meeting closed at 8.15pm

Signed:

Date: