

Upper Beeding Parish Council

Minutes of the Upper Beeding Council meeting held at Beeding & Bramber Village Hall on Tuesday 26th November 2024 commencing at 7pm

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

Also present: Parish Clerk: Stephen Keogh
M Croker (District Council)
R Noel (District Council)

C: 1124: 01 Apologies for absence

Apologies were received from Cllrs. P Bull and J Edwards
County Councillor. P. Linehan.

C: 1124:02 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: 1124:03 Minutes of the last meeting

It was **RESOLVED** to approve the Minutes of the meeting held on [22nd October 2024](#)
Proposed Cllr F Heaver: seconded Cllr S Birnstingl and **AGREED**.

C: 1124:04 Public Adjournment

There were no questions from the public.

C: 1124:05 Update from County Councillor –

Cllr P Linehan was unavailable.

C: 11 24:06 Update from District Councillor –

Mike Croker and Roger Noel HDC Councillors.
Cllr M Croker gave a report.

Climate

- The Draft Climate Reduction Policy has been approved.
- Direct emissions to be Net Zero by 2030
- Indirect emissions to Net Zero by 2050.
- Offsetting may be available but how this will be achieved is not clear
- HDC staff to receive training in how to alter behaviour to achieve the levels
- HDC Light vehicles to change to EV
- HGV To change to recycled veg oil and EV where practical.
- Buildings would be upgraded with the least energy efficient being first
- The contractors list will also include those who are carbon neutral
- Application for the De Carbonisation Fund to be completed.

Finance.

- It has been agreed to start the transition to food waste recycling

- There is still yet to be any news on the Governments Financial settlement
- No clarity on any support regarding the recent NI Contributions
- Capitol Theatre had a budget for £11.5m for the refurbishment, this has now been raised to £13.5M so the project has been shelved until a new programme of works has been drafted. The Theatre would still close in April for new seating and new roof

General

- Horsham Park may be passed to Field in Trust to manage and develop. The costs savings which had been expected may not materialise.
- The constitution Committee are reviewing the committees
- Devolution has been discussed but is at the early stage.
- Reminder that there is a drop in and presentation at the Village Hall to explain the Bramber Brooks project.

Cllr Noel

- Reminded the Members that the new seating in the Capital Theatre would increase the capacity and therefore would go some way to reduce the need for Council funding.
- Explained that the Horsham Park transfer to Field in Trust would not mean that the costs would reduce.
- Cllr Warren asked if the in-house grounds team would be reduced.
- Cllr Noel commented that this was one of the issues, the HDC team wasn't to be reduced, and the Fields in Trust would charge for their services.
- Cllr Warren asked if there was a possibility that the Parish council could pass a motion that they did not agree with the transfer.

It was **AGREED** that the Parish Council would not support the transfer to the Field in Trust

- NI Contributions increase may lead to redundancies.

Questions

- Cllr Birnstingl commented that as well as the heat pumps at the Capital, there was a need to review the heating and cooling system as the theatre is #very warm on the summer.
- Cllr Warren asked if there was any justification in the theatre being developed at such a cost, when there are other cinemas in the Town.
- Cllr Noel commented that the Capital held some very niche and festivals which the mainstream cinemas may not hold.
- Cllr Harber asked if the Members could confirm that a tender process had been carried out and the benefits of the development were clear
- Cllr Noel explained that a theatre renovation company had carried out the tender process., this may be repeated with other companies included.

C: 1124:07

Neighbourhood Warden Report

The report, circulated with the agenda was **NOTED**.

Cllr Heaver commented that there had been a spate of thefts from work vans, some items had been taken. He also commented that there had been a threat of violence attached to these incidents.

The Clerk reminded Members that the contract expires at the end of March and that the service is to be reviewed.

C: 1024: 09

Minutes – To adopt the Minutes of the following Committees:

- i. The Minutes of the Facilities Committee held on Tuesday [12th November 2024](#) circulated with the Agenda were **ADOPTED**.
- ii. The Minutes of the Finance Committee Meeting held on [Tuesday 19th November 2024](#) circulated with the Agenda were **ADOPTED**.
- iii. The Minutes of the Community Committee Meeting held on Tuesday [8th October 2024](#), circulated with the Agenda were **ADOPTED**.

C: 1024: 10 Committees – To Consider changes to the current committees.

- i. **Meeting Start Time** – To consider a flexible [start time for](#) meetings.

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

The concept of an earlier start time for Committee Meetings was discussed and those Members who were most affected commented that there would be a definite limit to how early they can attend.

It was **AGREED** that the Committee Meetings would start at the earlier time of 6.30pm for a trial period.

This will be reviewed in the New Year.

- ii. **Committee Membership** –

The [membership](#) of the Committees was discussed and it was confirmed that Cllrs Birnstingl and Cannon had requested to be removed from Community Committee at the Annual Council meeting,

It was **AGREED** to add Cllr Birnstingl and Cannon to the Community Committee membership for the rest of the municipal year.

C: 1124: 11 Clerk's Report

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

Cllr Harber commented that West Chiltington Parish Council are seeking to provide a table tennis table in their village via a grant application .

It was felt that this funding method may be a good way forward for the Parish Councils project for a similar facility..

The Clerk updated the Members on the Defibrillator. The cabinet has been attached to the side of the building and the electrician will be attaching the unit on 28th October.

Members asked if the Council projects could be added to the website to ensure the residents are aware of the details.

C: 1024: 12 White Bridge Link –

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

C: 1024: 13 Saltings Field Loop Pathway Upgrade –

The [Update](#) on the Saltings Field Loop Pathway Upgrade circulated with the agenda was **NOTED**.

The Clerk commented that there had been no further update regarding the proposed works. It was expected that the programme of works will be forthcoming during November.

C: 1024: 14 Skatepark Upgrade –

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

Members confirmed that they understood the reason that the skatepark works would be starting in the New Year.

- C: 1024: 15 Parish Office –**
The [Update](#) on the Office Improvement Project, circulated with the agenda was **NOTED**.
- C: 1024: 16 West Sussex Highway Network [Management Plan](#) –**
The Clerk commented that the Members are asked to complete the survey and ensure they include all the comments on Highways issues.
- C: 1024: 17 Financial Update -**
Income and expenditure Reports ([summary](#) and [detailed](#)) to date, circulated with the agenda, Councillors received and **NOTED**.
- C: 1024: 18 Audit Update –** To Consider the update on the Auditor’s reports.
i. The **Conclusion of Audit 2023/24** – to receive and note the [Conclusion of Audit Certificate](#).
ii. **Interim Audit 2024/25** – To Consider the [Interim Report for 2024/25](#)
- C: 1024: 19 Bank Reconciliation –**
Councillors received and **NOTED** the Bank Reconciliations for [September](#) 2024.
- C: 1023: 20 Payments List –**
Councillors received and **NOTED** the payments in [September](#) for £13,311.39 in accordance with Financial Regulations.
- C: 1023: 21 Climate Matters –**
Cllr Birnstingl commented that he had attended a meeting and has realised that the Parish Council, among other groups, may not be doing enough work to combat the issue and that it may be necessary to do more.
The JPCAG is meeting regularly and is creating relevant documents which are being adopted by the Parishes.
They have also created the Local Climate Action Plan.
The Climate Research needs to be done, and this will include the need for tree planting in the Parish.
There are some services being provided by HDC which need to be used. Kirsty Moore (HDC) is Community Services Officer (cost of living). She has a database of people on benefits and low incomes, which of course is confidential and can’t be shared with us, however she could send out information on our behalf, for instance about home insulation grants.
It was **AGREED** that the subject of Climate Change would add to the Community Committee agenda.
- C: 1023: 22 Correspondence –**
Councillors received and **NOTED** the correspondence received during [September](#) 2024.
- C: 1023: 23 Chair’s Announcements**
Attended the official opening of the Beeding & Bramber Village Hall following the refurbishment.
Following the Staffing Committee Meeting, The Chair and Cllr Cannon held the Clerk’s appraisal.

The Parish Council has been invited to attend the Church Remembrance Day service. As the Chair has committed to alternative arrangements, Cllr Heaver agreed to represent the Parish Council.

C: 1024: 24 **Matters raised by Councillors** - to receive matters for information or for discussion in future agendas.

Cllr Cannon

Had attended a meeting of the PPG. The practice manager is new and has proven to be very good at other locations.

The new appointment system is in place and may work better now.

Pepperscoombe Lane Verge wilding update

The WSCC have confirmed ownership.

The Clerk has been asked to seek quotes for managing the brambles and

A second cut has been requested for the area in the spring to help with growth.

Cllr Warren

Was there any possibility that a new speed indicator device can be investigated for Small Dole.

Cllr S Birnstingl

Commented about the poor mobile phone signal and whether the Clerk had managed to get any information regarding ways to improve the current situation.

The Clerk commented that he had raised the issue with the WSCC Councillor and the local MP.

The WSCC resilience team had also been informed, he would investigate further.

Members discussed the issue and the fact that there may need to be some form of enlarged and improved mobile communications mast in the village.

Cllr Birnstingl has started a dialogue with the Primary School to discuss the parking of parents and carers.

Cllr F Heaver

Was happy to represent the Council at the remembrance day service.

There being no further business the meeting closed at 8.50pm

Signed:

Date: