

UPPER BEEDING PARISH COUNCIL

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Clerk: Steve Coberman

MINUTES OF A MEETING OF THE PARISH COUNCIL

Date: Tuesday 6th October 2009

Time: 7.30pm

Place: Beeding & Bramber Village Hall

Present:	Cllrs D Coldwell (Chairman), C Bailey, S Birnstingl, B Davoudi, R French, R Harber, F Jones, J Peake, A Purches, J Shaw, C Warren; County Cllr D Deedman; District Cllrs A Fisher and F Grantham; 4 members of the public.
C:1009:01 <i>Apologies</i>	Apologies were received from Cllrs M Brown (holiday) and P Kentell (sickness). Cllr V Gretton has left the council.
C:1009:02 <i>Questions from the public</i>	A member of the public enquired about speeding on the High Street, and Cllr D Coldwell explained the council's efforts to have a 20mph limit introduced. Following observations, the Clerk was asked to write to West Sussex CC highways department requesting them to make the signage clearer at the approach to the Rising Sun PH, and to suggest a 30mph marker be painted on the road at Henfield Road.
C:1009:03 <i>Declarations of interest</i>	Cllr J Shaw declared a personal interest in agenda item C:1009:22 as regards the payment to herself.
C:1009:04 <i>Minutes of previous meeting</i>	The minutes of the meeting dated 1 st September 2009 were approved by all present and signed by the Chairman. <i>Proposed by S Birnstingl; Seconded by R French.</i>

<p>C:1009:05 <i>Matters arising</i></p>	<p>The Clerk reported as follows:</p> <p><i>C:0309:14</i> Speed measurements were taken in July at four points in the village. Speed limit criteria require that 20 mph limits must be effectively self-enforceable, and in fact the measurements support a 20 mph limit (the requirement is an average under 24 mph). Mr Mace (West Sussex CC highways) has now passed the data to the Safety and Traffic Management team, who are responsible for 20 mph zones, and there is a prima facie case for a zone to be created. There is a possible drawback is that accident statistics (which Mr Mace did not have available to him) may not support the zone, in which case we may have a lower priority than other more pressing areas.</p> <p><i>C:0509:18</i> A site meeting has been arranged for 16th October to discuss the exact design and siting of the Small Dole gateway. Mr Mace and myself will attend, and the Small Dole councillors have been invited.</p> <p><i>C:0609:06</i> Following pressure from Cllr Deedman and myself, WSCC are again reviewing the possibility of a footpath and/or cycle path along all or part of Henfield Road. A full assessment is being carried out over the next few weeks. (Also see C:1009:06 below).</p> <p><i>C:0909:09</i> A copy of the draft Youth Council constitution has now been re-circulated (it was originally provided Cllr Gretton in February, and circulated for the February meeting). We have not been advised formally that it was ever adopted by the YC.</p> <p><i>C:0909:10</i> The latest edition of the newsletter has been placed on the website, and a notice to that effect put on the parish noticeboard. A formal contract from Lancing Press is still awaited.</p> <p><i>C:0909:13</i> A litter bin for the skatepark is still to be ordered, pending agreement (via the neighbourhood warden) of a reliable method of emptying it.</p> <p><i>C:0909:18</i> The issue of the improperly replaced manhole covers has been raised with WSCC. It is not clear if the offending party is WSCC or Southern Water. They will investigate and report back.</p> <p>The Clerk was asked to expedite the provision of a litter bin at the skatepark, and Cllr A Purches agreed to discuss emptying with Horsham DC. The neighbourhood wardens will consider how waste can be transferred from the skatepark bin, when in situ, to an emptyable bin.</p> <p>It was reported by Cllr J Shaw that the tree dedication ceremony for Mr Christie's memorial tree was a success.</p>
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<p>C:1009:06 <i>County Councillor's Report</i></p>	<p>County Cllr D Deedman reported as follows:</p> <p><u>Footpaths</u></p> <p>The Traffic Engineer has been asked to arrange for the design of the Upper Beeding to Small Dole footpath to be in three stages - Upper Beeding to Smugglers Lane, Smugglers Lane to Edburton Road, Edburton Road to Small Dole. It was suggested that the Council help finance, from S 106 funds, resurfacing work to South Downs Way/Downslink from St Botolphs corner to the bridge.</p> <p><u>Budget</u></p> <p>The County Council is heading for a £5m revenue overspend this year and so is taking action to find offsetting savings, and more to help ease the position in 2010/11. The capital programme is also being reviewed to reduce the amount of borrowing required.</p> <p><u>Partnership Board</u></p> <p>The AGM of the Steyning & District Partnership Board will be taking place at 7pm on Thursday 8 October. Hopefully a representative of the Parish Council will be able to attend.</p> <p><u>Buses</u></p> <p>Compass Travel will be preparing a financial statement on the 106 bus service for a confidential discussion with the parish councils, including Upper Beeding, which had helped agree the use of S 106 funds to help finance the first year of operation.</p> <p><u>Waste</u></p> <p>The County Council has formed a Minerals & Waste Development Framework Task Force to review the draft papers and proposals. The public will not be consulted on the core strategy identifying strategic sites (such as possibly the Cement works site) until after the General Election. It will be proposed at the County Council meeting on Friday 16 October that the Council call on the Government to require commercial and industrial business to meet higher targets to reduce, reuse, and recycle waste so that the requirement for landfill sites can also be reduced.</p> <p><u>Grants</u></p> <p>West Sussex Viridor Credits have approved a grant of £10k towards the Bramley playground swings.</p>
<p>C:1009:07 <i>District Councillors' Reports</i></p>	<p>District Cllrs A Fisher and F Grantham reported on the Audit Commission annual report, and noted that Horsham DC were rated above average and complimented on their tax and expenditure policies.</p>
<p>C:1009:08 <i>Chairman's announcements</i></p>	<p>Cllr D Coldwell reported as follows:</p> <ul style="list-style-type: none"> • The HDC/HALC annual general meeting was held the previous evening, and considered the budget proposals. • Sussex Association of Local Councils are awaiting a revised set of model standing orders. • There will be a National Park meeting at Arundel on 7th October to consider Authority membership.
<p>C:1009:09 <i>Adoption of Grants and donations policy</i></p>	<p>A grants and donations policy tabled by the Clerk, based on existing informal practise, was unanimously adopted subject to minor amendment.</p> <p><i>Proposed by J Shaw; Seconded by F Jones.</i></p>

<p>C:1009:10 <i>Adoption of amended ashes burial regulations</i></p>	<p>The Clerk reported that he already sold two burial plots for ashes at the graveyard, yielding £250 to parish coffers. Having reviewed the regulations approved last month, he felt that they were in some areas inappropriate (eg in requiring flat stones, which are relevant to the mowed ground at Botolphs but not to the trimmed ground at St Peter's), and in others overly bureaucratic. Simplified regulations were therefore tabled to replace the adopted version, and these were unanimously adopted subject to a minor amendment clarifying that a child is defined as being under 14 years of age.</p> <p><i>Proposed by S Birnstingl; Seconded by C Warren.</i></p>
<p>C:1009:11 <i>HDC Core Strategy Review</i></p>	<p>The meeting agreed that Cllr D Coldwell and the Clerk should reply to the consultation document on behalf of the council.</p>
<p>C:1009:12 <i>Street lighting PFI contract</i></p>	<p>An email from Cllr S Birnstingl to the Clerk (see C:0909:15), and the Clerk's letter to West Sussex CC, were circulated and noted.</p>
<p>C:1009:13 <i>Progress against Parish Plan</i></p>	<p>Cllr D Coldwell indicated that he believed progress had reached approximately 50% against the plan. It was agreed to defer further discussion to the February 2010 meeting of the Policy and Resources Committee.</p>
<p>C:1009:14 <i>Affordable Housing Group report</i></p>	<p>Cllr A Purches reported back on the progress made by the subgroup. The proposal to use the site at Smugglers Lane for joint housing and amenity use has met an obstacle, in that West Sussex CC are not prepared to sell the site at a price which would make the scheme financially viable. Saxon Weald are investigating other options. Meantime, the matter is to be placed on the agenda for October's Policy and Resources Committee, with the possibility of reverting our desired proposals for the site to amenity-only use.</p>
<p>C:1009:15 <i>Composition of South Downs National Park Authority</i></p>	<p>The proposals by West Sussex CC and Horsham DC were discussed, and no consensus was reached as to a preference. Councillors were asked to email their views to the Clerk by 8th October, and the majority expressed would be used as the basis of the Council's response to the consultation.</p>
<p>C:1009:16 <i>Dumped cars</i></p>	<p>The Clerk reported on his largely abortive attempts to get dumped cars in Underhill Road removed. Following discussion, the Clerk was instructed to write formally to Horsham DC asking them to remove the offending vehicles.</p>
<p>C:1009:17 <i>Neighbourhood Warden grants</i></p>	<p>The Clerk was directed to write to Horsham DC to establish their plans regarding an ongoing contribution, and to add a tear-off-and-return slip to the next newsletter to ask if residents want the scheme continued (similar to the consultation already carried out by Steyning). Meantime, budgeting for 2010 should assume that no grant will be forthcoming.</p>
<p>C:1009:18 <i>S106 monies for village hall</i></p>	<p>The Clerk circulated a request for £2,100 from the village hall committee for S106 community funding, to finance wall and loft insulation. It was unanimously agreed to support the proposal.</p> <p><i>Proposed by C Bailey; Seconded by J Peake .</i></p>
<p>C:1009:19 <i>Street light at Dacre Gardens</i></p>	<p>The Clerk noted a request for a street light by the bus stop. It was thought that there was a solar-powered light inside the bus shelter, and the Clerk was asked to establish if it still worked.</p>

<p>C:1009:20 <i>Football club alcohol license</i></p>	<p>A proposal to support the application, subject to an amendment to the contract with the football club specifying that alcohol may only be served between 3 and 6pm on Saturdays, was passed by a majority. <i>Proposed by D Coldwell; Seconded by S Birnstingl .</i></p>																																																
<p>C:1009:21 <i>Traffic at Church Lane</i></p>	<p>The Clerk reported that he had raised the issue of traffic in Church Lane, including the possible reversal of the one-way, with West Sussex CC (see C:0609:18). Mr Mace advised that we obtain the views of residents before proceeding further with the idea. A draft letter to households on Church Lane (High Street to Priory Field), High Street (bridge to village hall), and School Road (Church Lane to Priors Close) was tabled and approved, subject to the inclusion also of Saltings Way residents.</p>																																																
<p>C:1009:22 <i>Authorisation of Payments</i></p>	<p>A resolution to authorise the following payments was approved with one abstention:</p> <table border="0" data-bbox="496 651 1437 1245"> <tr> <td>Ferring Nurseries</td> <td>Per Beeding in Bloom</td> <td>£2,648.44</td> </tr> <tr> <td>3B Ramps</td> <td>Skateboard park ramps, final payment</td> <td>£11,500.00</td> </tr> <tr> <td>Ravenstock</td> <td>Container hire</td> <td>£28.43</td> </tr> <tr> <td>Henfield PC</td> <td>Community bus</td> <td>£150.00</td> </tr> <tr> <td>Mrs J Shaw</td> <td>Refreshments for tree dedication ceremony</td> <td>£46.50</td> </tr> <tr> <td>WSCC</td> <td>Salaries - Aug-09</td> <td>£2,994.17</td> </tr> <tr> <td>Mazars</td> <td>External audit fee</td> <td>£632.50</td> </tr> <tr> <td>George Rose</td> <td>Stationery</td> <td>£47.98</td> </tr> <tr> <td>Gareth Dutton</td> <td>Window cleaning</td> <td>£15.00</td> </tr> <tr> <td>Enterprise Services</td> <td>Grass cutting -Aug/ Sep-09 plus pitch rolling</td> <td>£2,323.41</td> </tr> <tr> <td>Auditing Solutions</td> <td>Internal audit fee</td> <td>£414.00</td> </tr> <tr> <td>River Adur Internal Drainage Board</td> <td>Drainage rates</td> <td>£27.10</td> </tr> <tr> <td>HDC</td> <td>Dog and litter bins</td> <td>£264.71</td> </tr> <tr> <td>SALC</td> <td>Power of wellbeing training</td> <td>£23.00</td> </tr> <tr> <td>S R Coberman</td> <td>Sundry items</td> <td>£228.86</td> </tr> <tr> <td>EDF</td> <td>Sports hall and changing rooms electricity</td> <td>£496.95</td> </tr> </table> <p><i>Proposed by D Coldwell; Seconded by F Jones.</i></p>	Ferring Nurseries	Per Beeding in Bloom	£2,648.44	3B Ramps	Skateboard park ramps, final payment	£11,500.00	Ravenstock	Container hire	£28.43	Henfield PC	Community bus	£150.00	Mrs J Shaw	Refreshments for tree dedication ceremony	£46.50	WSCC	Salaries - Aug-09	£2,994.17	Mazars	External audit fee	£632.50	George Rose	Stationery	£47.98	Gareth Dutton	Window cleaning	£15.00	Enterprise Services	Grass cutting -Aug/ Sep-09 plus pitch rolling	£2,323.41	Auditing Solutions	Internal audit fee	£414.00	River Adur Internal Drainage Board	Drainage rates	£27.10	HDC	Dog and litter bins	£264.71	SALC	Power of wellbeing training	£23.00	S R Coberman	Sundry items	£228.86	EDF	Sports hall and changing rooms electricity	£496.95
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<p>C:1009:23 <i>Accounts: Sep-09</i></p>	<p>These were presented and noted.</p>																																																
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<p>C:1009:25 <i>Correspondence</i></p>	<p>The following items of correspondence (not dealt with elsewhere on the agenda) were notified to the Council:</p> <ul style="list-style-type: none"> • Youth Council draft constitution • LCR magazine • SALC annual report and accounts • HALC agenda and associated papers • Horsham district heritage matters newsletter • Horsham Citizens Advice Bureau annual report • Report from PCSO Anna Giles • Request from West Sussex Youth Service for £200 funding [<i>this was agreed; Proposed by J Shaw; Seconded by A Purches</i>] • Beeding in Bloom minutes • WSCC Connections magazine <p>The Clerk also reported that he had received the external auditor's approval of the 1008/09 accounts, and emails from Viridor Credits indicating that they could not accept the cheque from Hopegar Properties towards the skatepark as they had an interest as the site owners. The Clerk was asked to establish from Viridor what payments were acceptable. Cllr D Coldwell reported an invitation from Horsham DC to a workshop to discuss the relationship with parishes, which he would attend.</p>
<p>C:1009:26 <i>Items for information or next agenda</i></p>	<p>It was suggested that the village sign be added as an item on the agenda for October's Policy & Resources Committee agenda.</p>

The meeting closed at 9.35pm. The next meeting will be held at Beeding & Bramber Village Hall on Tuesday 3rd November 2009 at 7.30pm.

Minutes signed by: **Date:**