

# UPPER BEEDING PARISH COUNCIL

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

Tel: 01903 810316

e-mail: [upper.beeding@btconnect.com](mailto:upper.beeding@btconnect.com)

[www.westsussex.gov.uk/upperbeeding](http://www.westsussex.gov.uk/upperbeeding)

Clerk: Steve Coberman

## MINUTES OF A MEETING OF THE PARISH COUNCIL

*Date:* Tuesday 31<sup>st</sup> August 2010

*Time:* 7.30pm

*Place:* Small Dole Village Hall

<b>Present:</b>	Cllrs J Shaw (Chairman), C Bailey, R French, R Harber, F Jones, A Purches, and C Warren; County Cllr D Deedman; Sgt Bob Travis and PCSO Louisa Tilley.
<b>C:0810:01</b> <i>Apologies</i>	Apologies were received from Cllrs S Birstingl (personal commitments), D Coldwell (illness), P Kentell (illness), and J Peake (personal commitments). Cllr B Davoudi was absent, as were District Cllrs A Fisher and F Grantham.
<b>C:0810:02</b> <i>Questions from the public</i>	There were no questions from the public.
<b>C:0810:03</b> <i>Declarations of interest</i>	There were no declarations of personal or prejudicial interest by Councillors on any of the agenda items below.
<b>C:0810:04</b> <i>Minutes of previous meeting</i>	The minutes of the meeting dated 6 <sup>th</sup> July 2010 were approved by all present and signed by the Chairman. <i>Proposed by R French; Seconded by C Warren.</i>
<b>C:0810:05</b> <i>Matters arising</i>	The Clerk reported as follows:  C:0410:13 Dog bins have now been placed at the entrance to Mackleys Field, on the riverbank behind Dawn Crescent, and on the High Street by Beeding Bridge. Cllr Jones has suggested a further bin should be placed at Dacre Gardens; I'll put this on the next Amenities agenda.  C:0610:11 The annual accounts have now successfully passed external audit, without further comment from the auditor, and the process for 2009/10 accounts is now complete.  C:0710:14 Further email correspondence regarding the village gateway has been distributed to councillors.  It was noted that the dog bin at Church Lane is never emptied, and the Clerk was asked to liaise with Hop Oast to remedy this.
<b>C:0810:06</b> <i>PCSO &amp; Neighbourhood Warden reports</i>	Sgt Travis introduced himself and the new PCSO to the Council. Their aim is to introduce an element of continuity. Various local issues of concern were indicated by councillors to the sergeant and PCSO.  There was no Neighbourhood Warden's report.

<p><b>C:0810:07</b> <i>County Councillor's Report</i></p>	<p>County Cllr D Deedman reported as follows:</p> <p><u>Clays Hill, Bramber</u></p> <p>The Chairman of Chanctonbury CLC has given urgent approval to the Clays Hill speed limit Traffic Regulation Order (TRO) as first priority for 2010/11.</p> <p><u>Downs Link Improvements</u></p> <p>The scheme for improvements near St Botolphs is still awaiting funding approval from the County Members Priority Fund.</p> <p><u>Emergency Planning</u></p> <p>The Emergency Planning Team has now been in contact with the local parish councils. Apparently the HDC framework incorporates the WSCC one, and all parties will share the Emergency Plan which parishes will complete this autumn.</p> <p><u>Buses</u></p> <p>Improvements to Brighton &amp; Hove Bus Service 2A/20X/59 Brighton - Shoreham - Steyning: these improvements from 26 September have long been campaigned for, and are the outcome of a survey carried out by the Steyning 10:10 Group and a subsequent meeting with them and the Operations Director of Brighton &amp; Hove Buses. There will no longer be a gap in the 2A hourly service throughout the day and there will an extra late bus from Brighton in the evening. There is a new Monday to Friday limited stop Service 59 at peak hours between Steyning and Brighton. On Saturday nights the N98 Night Club Bus leaving Brighton at 0305 will also be diverted to Steyning arriving at 0406. Full timetables will be available from Brighton &amp; Hove Buses in early September. Cllr A Purches is campaigning to improve the connection between bus services 17 and 100 in Henfield.</p> <p><u>Horton (Small Dole) Landfill Site</u></p> <p>The County Planners have indicated that Viridor intend to submit a planning application to extend the life of the Site by ten months to 1 August 2011. In the event that no application is submitted to the Council by 01-Oct-10 (when the existing permission ends), then the Council will consider the most appropriate enforcement action on this matter in consultation with the County Council's Legal Services.</p> <p><u>Small Dole Post Office layby</u></p> <p>Concerns have been expressed about local residents parking in this layby outside the Post Office making it very difficult for vehicles delivering to the Post Office to park. The Local Highway Manager has agreed to prepare a report on the possibility of the layby being restricted to a loading bay.</p> <p><u>Burger/kebab van, High Trees Roundabout</u></p> <p>An unsightly van has recently appeared in the parking area at this roundabout. Although the land is owned by the County Council it is currently 'managed' by the South Downs Conservation Joint Committee (it may pass to the new South Downs National Park). Last time such a vehicle operated from this parking area it took a long time to resolve the situation and I understand that your Cllr A Purches is discussing the matter with the two District Councillors from an environmental health point-of-view.</p> <p><u>Minerals &amp; Waste Review</u></p> <p>This review has now been reinstated following suspension.</p>
<p><b>C:0810:08</b> <i>District Councillors' Reports</i></p>	<p>No report was presented.</p>

<b>C:0810:09</b> <i>Chairman's announcements</i>	Cllr J Shaw raised the matter of the Steyning Partnership, and asked councillors to attend the planned workshop on 25 <sup>th</sup> October.																																										
<b>C:0810:10</b> <i>Committee vacancies</i>	Cllr R Harber was appointed to fill the vacancy on the Planning Committee.																																										
<b>C:0810:11</b> <i>Cemetery committee</i>	Discussion on this matter was postponed to the next meeting. Cllr R Harber distributed briefing papers to councillors.																																										
<b>C:0810:12</b> <i>Emergency Committee</i>	The Clerk issued a briefing following his discussions with Tony Skelding of HDC. It was agreed to reconstitute the Emergency Committee, and to hold a preliminary meeting on 28 <sup>th</sup> September. Cllrs C Bailey, S Birnstingl, R French, F Jones, and C Warren were appointed to the committee.																																										
<b>C:0810:13</b> <i>Lease at 3 Hyde Square</i>	The lease on the council office, as drafted and provisionally signed by the Clerk, was formally ratified. <i>Proposed by F Jones; Seconded by R French.</i>																																										
<b>C:0810:14</b> <i>Traffic issues</i>	The possibility of limiting parking at the High Street, raised by a resident with County Cllr D Deedman, was considered; County Cllr Deedman was asked to refer the matter to traffic enforcement, but otherwise it was felt that parking on the High Street acted as an effective informal traffic calming measure. As regards the junction of Manor Road and Henfield Road, it was felt that as there had been no serious incidents reported for many years it was not necessary to take any further action. However, the Clerk was asked to write to the convent asking them to clear the vegetation that obstructs visibility.																																										
<b>C:0810:15</b> <i>Youth Council</i>	This matter was deferred for discussion at the next meeting.																																										
<b>C:0810:16</b> <i>Noticeboards</i>	It was unanimously resolved to proceed with the replacement of the council's noticeboards without further reference to HDC. <i>Proposed by R Harber; Seconded by F Jones.</i>																																										
<b>C:0810:17</b> <i>Authorisation of Payments</i>	A resolution to authorise the following payments was approved unanimously: <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">CPRE</td> <td style="width: 40%;">Annual subscription</td> <td style="width: 30%; text-align: right;">£29.00</td> </tr> <tr> <td>Ferring Nurseries</td> <td>On behalf of Beeding in Bloom</td> <td style="text-align: right;">£2,607.75</td> </tr> <tr> <td>Enterprise Services</td> <td>Grass - Jun/Jul 2010</td> <td style="text-align: right;">£2,289.56</td> </tr> <tr> <td>B &amp; B Village Hall</td> <td>Room hire</td> <td style="text-align: right;">£143.50</td> </tr> <tr> <td>SALC</td> <td>Training courses</td> <td style="text-align: right;">£129.25</td> </tr> <tr> <td>BT</td> <td>Office phone (incl office move)</td> <td style="text-align: right;">£200.11</td> </tr> <tr> <td>Wicksteed</td> <td>Playground renovations</td> <td style="text-align: right;">£2,257.25</td> </tr> <tr> <td>WSCC</td> <td>Salaries - Jun/Jul 2010</td> <td style="text-align: right;">£6,672.22</td> </tr> <tr> <td>D Meacher</td> <td>Odd jobs</td> <td style="text-align: right;">£187.60</td> </tr> <tr> <td>Playsafety Ltd</td> <td>RoSPA playground inspection</td> <td style="text-align: right;">£306.68</td> </tr> <tr> <td>Mazars</td> <td>Audit fee</td> <td style="text-align: right;">£646.25</td> </tr> <tr> <td>AiRS</td> <td>Annual subscription</td> <td style="text-align: right;">£50.00</td> </tr> <tr> <td>Southern Water</td> <td>Sports hall &amp; allotments water</td> <td style="text-align: right;">£1,010.72</td> </tr> <tr> <td>Enterprise Services</td> <td>Grass - Aug 2010</td> <td style="text-align: right;">£1,144.78</td> </tr> </table> <p><i>Proposed by C Bailey; Seconded by A Purches.</i></p> <p>The Clerk was asked to pursue with Southern Water the possibility of splitting the metering and invoicing of the sports hall and allotments.</p>	CPRE	Annual subscription	£29.00	Ferring Nurseries	On behalf of Beeding in Bloom	£2,607.75	Enterprise Services	Grass - Jun/Jul 2010	£2,289.56	B & B Village Hall	Room hire	£143.50	SALC	Training courses	£129.25	BT	Office phone (incl office move)	£200.11	Wicksteed	Playground renovations	£2,257.25	WSCC	Salaries - Jun/Jul 2010	£6,672.22	D Meacher	Odd jobs	£187.60	Playsafety Ltd	RoSPA playground inspection	£306.68	Mazars	Audit fee	£646.25	AiRS	Annual subscription	£50.00	Southern Water	Sports hall & allotments water	£1,010.72	Enterprise Services	Grass - Aug 2010	£1,144.78
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<p><b>C:0810:18</b> <i>Accounts: Jun- to Aug-10</i></p>	<p>These were presented and noted.</p>
<p><b>C:0810:19</b> <i>Bank statements:Jun- and Jul-10</i></p>	<p>These were presented and noted.</p>
<p><b>C:0810:20</b> <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"> <li>• Email correspondence re Sele Gardens street lights</li> <li>• Regulation re advertising consents</li> <li>• DCLG paper on revocation of regional strategies</li> <li>• Odd job schedule</li> <li>• AiRS AGM notice (03-Nov-10)</li> <li>• AiRS “Action” magazine (03-Nov-10)</li> <li>• CPRE “Countryside Voice” magazine</li> <li>• CPRE “Fieldwork” magazine</li> <li>• WSCC “Your Day Your Say” brochure (5 available)</li> <li>• Horsham Health Profile 2010</li> <li>• West Sussex Fire Service action plan consultation document</li> <li>• WSCC guidance note on preparation of local winter management plan</li> </ul>
<p><b>C:0810:23</b> <i>Items for information or next agenda</i></p>	<p>The Clerk was asked to arrange repairs to the railing on the path between the church and Saltings Field, having first liaised with Darren Rolfe (WSCC footpaths) to ascertain if they are responsible. Management of that area is to be added to a future Amenities Committee agenda, and the size of the Council to be added to the next Council agenda.</p>

The meeting closed at 9.40pm. The next meeting will be held at Beeding & Bramber Village Hall on Tuesday 5<sup>th</sup> October 2010 at 7.30pm.

**Minutes signed by:** ..... **Date:** .....