

LOWER BEEDING PARISH COUNCIL

Minutes of the meeting held on Tuesday 24th April 2018 in the Church Room, Plummers Plain.

Present: Cllr Allen (Chairman), Cllr Lloyd (Vice-Chairman), Cllr Bamford, Cllr Hinton, Cllr Hough, Cllr Tabor, Cllr Ward and Cllr White

Also present: Celia Price (Clerk), Cllr Bradnum (HDC) and 6 members of the public

045/18 Apologies for absence

Apologies were received and accepted from Cllr Peckham

046/18 Declaration of Interests and notification of change of interests

The Chairman reminded councillors that previous declarations still stand (as defined under the Localism Act 2011).

Cllr Allen declared an interest in item 064/18. Planning application DC/18/0726 and Cllr Hough declared an interest in item 054/18

047/18 Report from District Councillor

Cllr Bradnum reported the following:

- The walk way between Horsham Town Centre and the park has been redesigned by a very talented local artist and is looking much brighter.
- The Velo bike race has been re-routed to avoid the A281. Cyclists will now go from Partridge Green, through Maplehurst and Southwater to Barns Green. The race organisers will repair all potholes on the route prior to the race.
- The planning application for the incinerator at Warnham is with WSCC for review.
- The government paper on the national planning framework is now out for review. There is an emphasis on building up rather than out meaning more flats, so hopefully more affordable housing.
- New public spaces protection orders are now in force.

Questions were invited, and the following was raised:

- Will there be some mechanism in place to stop second home ownership, so these properties remain available for those that need affordable housing?
Cllr Bradnum responded by advising there is nothing to suggest this could happen and the first thing to do is to address the price of 'affordable' homes as many are in excess of £300k which is not affordable for many.
The Chair commented that the Government have tightened rules and tax breaks for 2nd home owners and would like to investigate the possibilities of a community land trust in the future.
- When will the second and/or larger bins be delivered. Despite paying not all have been delivered.
Cllr Bradnum offered to investigate.

- There are always overflowing bins along Sandygate Lane, opposite the racing stables. Can they have more bins?
Cllr Lloyd offered to speak to the owners.

048/18 Report from County Councillor

Absent

049/18 Public Adjournment

The Chairman invited questions and comments from the public and the following was raised.

- Payment is needed from the Parish for two garden waste bins to enable the grass cuttings to be collected from the pond area in Church Close which is maintained by a volunteer.
ACTION: The Clerk will facilitate payment.
- A noticeboard has been repaired and oak bough removed by the volunteer. The Chairman thanked the resident for his work on behalf of the council.
- The ditch at the bottom of the path near the Church needs clearing out. The Chairman agreed and advised that there is Himalayan knot weed present which needs specialist clearance prior to the plant flowering.
ACTION: Cllr Lloyd will speak to the maintenance contractors and the Clerk will contact HDC for advice.
- The following question was directed to Cllr Bradnum: Why has the building inspector not stopped the developer that is building five-bedroom houses where the permission was granted for three-bedroom properties?
Cllr Bradnum responded, advising that the building control inspectors are not directly employed by HDC and have no obligation to report any variations to plans.

The Chairman thanked residents for their participation and closed the public adjournment.

050/18 Approval of the minutes from the Parish Council meeting held on 27th March 2018

It was resolved that the minutes dated 27th March 2018, as distributed prior to the meeting be confirmed as a true record and be signed by the Chairman.

051/18 Matters Arising from the minutes of the meeting held on 27th March 2018

The Clerk gave an update on the actions from the last meeting.

Neighbourhood Plan Grant

It was noted that the NP grant has been approved and a conditional offer will be received by the council within the next 10 days.

Donation to School

It was resolved that a grants and donations policy needs to be in place before any award can be made to the school.

ACTION: The Clerk will draft a policy for discussion and ratification at the May meeting

Play Area

It was resolved to book the play area inspection as a matter of urgency at a cost of £395 +vat. Annual inspections will be performed thereafter.

It was resolved that the Clerk book two places on the play area inspection course to be held in Polegate on Tuesday 26th June after which monthly visual inspections will take place.

ACTION: The Clerk to book urgent ROSPA inspection and places on Playpark Inspection course

052/18 Traffic Management – Cllr White

Cllr White reported that he is working on getting 20mph signs in Church Close. There are on-going safety concerns in this area.

ACTION: The Clerk to contact Pene Mather (WSCC Safer Routes to Schools Officer) for advice. The pavements on Leechpond Hill could do with further attention prior to the village fete.

ACTION: Cllr Lloyd will liaise with the contractors.

The Tennis Club sign needs replacing and as advised by WSCC, this is the responsibility of the tennis club.

ACTION: Cllr Allen will communicate this to the tennis club

Haven Garage seem to be expanding.

ACTION: The Clerk will liaise with HDC enforcement officers to investigate.

Flooding on Warninglid Lane (as reported by a resident) was quickly addressed by Richard Speller (WSCC) and the drains have been cleared. Going forward, the Parish Council will continue to support and work with Warninglid Lane residents.

Speeding

Cllr White reported that he has most of the equipment, the remaining items will be handed over once training has taken place. The Chair has been in contact with Steve O'Connor but has not had a response.

ACTION: The Clerk to make contact and arrange training.

053/18 Parish Maintenance – Cllr Lloyd

Cllr Lloyd reported that from now on the contractors will do one day per month rubbish clearing and maintenance, with two days being planned for next month in anticipation the village fete. It was suggested that the village clear up could be a theme for the village fete and Cllr Allen asked that evidence be collated to be used e.g. before and after photos, number of sacks of rubbish collected or weight of rubbish removed. Cllr Allen suggested a village litter pick day. The date agreed is Sunday 3rd June.

ACTION: Cllr Lloyd to obtain and collate maintenance evidence. Cllr Allen to facilitate the organisation of the litter pick day.

054/18 Website and Communications Report – Cllr Hough

Cllr Hough and the Clerk gave an overview of the report previously circulated to councillors with the following recommendations:

- To design a new website using a content management system which could meet all the requirements, including use on mobile devices
- CP and KH to have basic editing rights to enable direct posting and updating of documents
- Investigate the possibilities of 'sharepoint' or similar
- Propose councillor training on Freedom of Information, Transparency, GDPR, Code of Conduct and sharepoint
- Adopt a communications policy
- Create an 'identity' for LBPC
- Investigate FB (led by AT) -consideration to be given to page name as there are several 'Lower Beeding' pages already

It was resolved that all recommendations be accepted by the council.

It was proposed that the 50% deposit required by MAS should be paid. Cllr Bamford requested further quotes be obtained.

It was resolved that the clerk obtain further quotes. If the quotes are within 30% of the quote received from MAS Design, payment of the pro-forma can be made and work commenced.

055/18 Care of the elderly in the Parish – Cllr Lloyd
Cllr Lloyd advised there is nothing urgent to report.

056/18 Police Activity – Cllr Lloyd
Cllr Lloyd advised there is nothing urgent to report.

057/18 Correspondence received for action

a) WSCC – Bus Strategy Consultation

It was resolved that the clerk respond to the consultation on behalf of the council with particular reference to family transport and support for locally businesses.

b) Village Fete – Saturday 23rd June (2-5pm)

It was resolved that the Parish Council will be present. Ideas for stands will be considered at the May meeting.

c) Airfields of Britain Conservation Trust – Possible commemorative plaque

ACTION: The clerk to find out more e.g. where would it go?

058/18 Correspondence received for information

a) WSCC – Velo South

b) HDC – Men’s Sheds training session

It was resolved to note this correspondence

059/18 Meetings attended by Councillors

The following meetings were attended

Date	Meeting	Attendees
Friday 13 th April	Clerks Induction	Cllr Allen and the clerk
Monday 16 th April	Handover meeting with PR	The clerk
Tuesday 17 th April	MAS Design (website)	Cllr Hough and the clerk
Tuesday 17 th April	Parish cleaning contractors	Cllr Lloyd
Friday 20 th April	Tour of the Parish and Play area visual inspection	Cllr White and the clerk
Monday 23 rd April	CAGC	Cllr Ward

060/18 Matters raised by Councillors

Cllr Ward gave an overview of the CAGC meeting attended.

Cllr White suggested all new residents to the village get a welcome pack. All agreed to discuss this at the May meeting.

Cllr White suggested the purchase of the playing field and was given delegated responsibility to research this with Cllr Lloyd.

Cllr Bamford raised concerns regarding compliance and asked if there were any more ‘surprises’ as the play area inspections and website are unexpected expenses. The clerk responded advising that there was almost certainly going to be more but needs time to assess.

Cllr White asked whether we were taking part in the Year of culture. Cllr Lloyd responded advising that two projects have been put forward and asked the clerk to follow this up.

061/18 Chairman's announcements

None

Planning

062/18 Planning correspondence

a) HDPF review Consultation

The deadline for comment is 25th May. The NP team were asked to review the Local Plan Review Issues and Options – Employment, Tourism and Sustainable Rural Development April 2018 (Regulation 18 Consultation) at the meeting on 8th May.

ACTION: The clerk to highlight pertinent points and distribute to councillors prior to 8th May.

063/18 Neighbourhood Plan update – Cllr Peckham

Cllr Bamford reported that Dowsett Mayhew are working on housing target numbers. A new site has been put forward and the consultants are carrying out an urgent site assessment. The next meeting is scheduled for Tuesday 8th May at 7:30pm where housing numbers and preferred sites will be discussed.

Cllr White asked how those with interests are managed. Cllr Bamford responded that all have completed declarations of interests and are asked to leave the meeting when their sites up are discussed.

064/18 Planning applications

DC/18/0109 - Stonehouse Farm, Handcross Road, Plummers Plain

AMENDED DESCRIPTION: Proposed change of use of existing hardstanding from Class B1 to Class B1 /B8 for the storage of full and empty skips and for overnight parking of vehicles in connection with the use.

Following review and discussion it was resolved that the original comments still stand. In addition, the invitation to the applicant to attend a parish council meeting is still open. The clerk was asked to reiterate the Council's request for the decision to be determined by committee.

DC/18/0392 – Homelea, Handcross Road, Plummers Plain

AMENDMENT - Erection of a single storey rear extension and conversion of existing integral garage to living space

This application was approved on 23rd April and therefore removed from the agenda.

DC/18/0656 – Blagdon, Handcross Road, Plummers Plain

Variation of Condition 1 to previously approved application DC/17/2423 (Demolition of existing garage and erection of part single storey part two storey side extension) amendment to include installation of larger side window.

Following review and discussion of the plans it was resolved that the council have no objections.

DC/18/0687 - Leonardslee House, Brighton Road, Lower Beeding

Change of use of lower ground floors from B1 to A3 including external landscaping works. (full planning)

DC/18/0688 - Leonardslee House, Brighton Road, Lower Beeding

Change of use of lower ground floors from B1 to A3 including external landscaping works. (Listed Building Consent)

DC/18/0689 - Leonardslee House, Brighton Road, Lower Beeding

Alterations to visitor car park including widening of highway entrance and exit onto Long Hill, landscaping works to the car park, refurbishment of existing toilet block and greenhouse and erection of a glasshouse.

Following discussion and review of the plans it was resolved that the council are supportive of the applications but would request appropriate conditions be put in place, particularly with regard to noise to protect neighbouring residents.

DC/18/0530 - 29 Church Close, Lower Beeding

Erection of single storey side and rear extension

Following discussion and review of the plans it was resolved that the council have no objections.

Cllr Allen handed the chair to Cllr Lloyd and moved to the public gallery

DC/18/0726 – Bridleside, Winterpit Lane, Mannings Heath

Formation of vehicular access with parking and turning to serve the existing dwelling and erection of front gate.

Two members of the public objected to the application highlighting the removal of trees, unnecessary addition of a new driveway and building into a field.

Cllr Allen left the meeting

The plans were reviewed and discussed by members and it was resolved that the following objections be raised on the grounds that there will be further unnecessary removal of trees (two have already been removed), resulting in a detrimental effect on the street scene. The new access will be across a field having an impact on the environment and further expansion is not supported.

Cllr Allen returned to the meeting and the chair.

065/18 Horsham District Council Decisions

DC/17/2052 South Lodge Hotel, Brighton Road, Lower Beeding

Proposed construction of two tennis courts and associated fencing - PERMITTED

DC/18/0271 Deerhurst, Handcross Road, Plummers Plain

Erection of two storey side extension and two storey side extension and erection of replacement conservatory – PERMITTED

DC/18/0307 Colt Farm, Burnthouse Lane, Lower Beeding

Prior approval for change of use to agricultural building to flexible use – REFUSED

DC/18/0462 Bridleside, Winterpit Lane, Mannings Heath

Installation of floor to ceiling windows at the rear of the property and erection of side chimney stack – PERMITTED

It was resolved to note this information

Finance

066/18 Correspondence

a) Amendment to Bank Mandate

Lower Beeding Parish Council, 1 Blakiston Close, Ashington RH20 3GL

Email: clerk@lowerbeeding.com

Approval is sort from the council to amend the back mandate to remove the interim clerk, Paul Richards and add the new clerk, Celia Price.
It was resolved that the bank mandate be amended.

b) Payroll management

Having previously distributed quotes to councillors, approval was sort to appoint a payroll company.

It was resolved that DM Payroll be appointed.

c) Donations and grants

It was resolved that a grants and donations policy must be ratified prior to any awards being issued. The clerk will distribute a draft policy for discussion at the next meeting.

066/18 Income

None

067/18 Expenditure (Appendix 1)

It was resolved that the schedule of payments totalling £9985.33 be approved

Dates of the next meetings:

Planning – Tuesday 8th May in the Church, Plummers Plain at 7pm (please note this meeting will only take place if there are planning applications to discuss)

Neighbourhood Plan Meeting – Tuesday 8th May in the Church Room, Plummers Plain at 7:30pm

AGM – Tuesday 29th May in the Church Room, Plummers Plain at 7:30pm

There being no further business the meeting closed at 10:30pm

Signed:

Dated: