

## LOWER BEEDING PARISH COUNCIL

### Minutes of the Ordinary Parish Council Meeting held in the Church Room, Plummers Plain on Tuesday, 27<sup>th</sup> March 2018 at 7.30pm

---

#### **Present:**

- Cllr Lloyd (Chairman), Cllr Bamford, Cllr Hough, Cllr Peckham, Cllr Tabor, Cllr Ward, Cllr White.
- WSCC Cllr Kitchen and HDC Cllr Toni Bradnum.
- Clerk: Paul Richards (as interim).
- 7 members of the public.

#### **21/18 Apologies – Cllr Allen.**

The Chairman announced a change in the running order of the agenda and brought forward item 39/18 Holy Trinity School funding.

#### **22/18 Holy Trinity School funding**

The Chairman asked the Head Teacher to explain the process of delegated funding for the school. The Head Teacher updated Members on the latest funding situation for the school that shows a dramatic reduction in lump sum and 'per pupil' funding. The 'Fair School Funding' process will effectively reduce the lump sum for Holy Trinity from £150,000 to £110,000. Members agreed that the Holy Trinity school plays a vital role in the community. The Chairman asked the Clerk to write to the local MP and WSCC Cabinet Member for Education to gain their support for the school and to ensure that small, rural schools are not adversely impacted on the proposed changes to funding. The Chairman asked Members if they would be minded to make a donation to the school. Members **AGREED** to discuss this at the next Parish Council meeting. The Head Teacher thanked the Parish Council for their support and reminded Members that the new school hall is available for hire for public activities. The Chairman asked the Head Teacher to provide details to Cllr Hough for the Parish Council website.

#### **23/18 Public Forum (Part 1) (Council agree to adjourn proceedings for questions from members of the public).**

- A parishioner brought to the Parish Council's attention the problem of dog fouling adjacent to his property and along Winterpit Lane. He requested that a dog waste bin be provided. The Chairman advised that this was a matter for HDC and gave the parishioner a copy of the relevant application form.
- A parishioner advised that, in his opinion, the new school hall was not being utilised. The Chairman asked the Head Teacher to comment and she advised that the hall is used by the school but there is a need to broaden the availability to the community.
- A parishioner introduced himself to the Parish Council and advised that his planning application was being heard at the meeting. He was available for any questions or comments.

**24/18 Declarations of Interest.** There were none.

**25/18 Approval of the Minutes of the Lower Beeding Parish Council Meeting held on Tuesday, 24th October 2017.**

The minutes of the 30<sup>th</sup> January 2018 having been previously circulated were taken as read. Cllr Peckham proposed that the minutes be accepted and signed as a correct record. This was unanimously **AGREED**.

**26/18 Matters Arising** – The Clerk read out the current actions from the last meeting.

- Item 7 – with help from Cllr White, the letter to Mr Lanza is awaiting a final draft
- Item 7 – The Chairman advised he would address the outstanding items in his agenda item later in the meeting
- Item 6 – Cllr Hough has updated the website

**27/18 Highways, Traffic and Open Spaces**

Cllr White requested that a parishioner update Members about the continued traffic management problems in Warninglid Lane. His report detailed the recent WSCC, LBPC and Slaugham Parish Council (SPC) meeting regarding this matter. He reported that WSCC were reluctant to support a change to the speed limit at this location despite the growing numbers of signatures to a local petition asking for action. WSCC were, however, minded to survey the site with the aid of a speed activated device. The survey cost would be £150 split between LBPC and SPC. Use of the recently acquired speed gun recorded speeds in excess of 85mph adjacent to the parishioner's house. WSCC Cllr Kitchen advised that she would update Trevor Bannister about this issue. The Chairman thanked the parishioner for his detailed report and requested that Members support the suggested survey. It was **AGREED** that LBPC would provide £75 toward the cost of the survey.

Cllr White advised that Matthews lorries were driving fast through the village at speeds in excess of the 30mph limit. Members agreed that this was a worrying issue given that there reported instances of speeding around school drop off and collection times. The Chairman asked the Clerk to write to Matthews to complain about the excessive speed of their lorries.

**28/18 Pathways, Footpaths & Hedgerows**

The Chairman reported that the recently appointed contractors had undertaken the required village clean-up, however costs were more than estimated. This was due to excessive amounts of highway waste and detritus that would normally be cleaned by WSCC. Work has now ceased given the works are over budget. He reported that the contractor had been charged around £500 by HDC for commercial waste disposal. Members agreed that this seemed unfair given that this waste would be either the responsibility for HDC of WSCC. The Chairman asked the Clerk to write to HDC and query why the Parish Council should pay for these disposal costs.

The Chairman asked for approval from the Parish Council to continue work. He advised that he would be talking to landowners at Monks Gate, Leonardslee and other local businesses regarding parish maintenance.

Cllr White questioned the maintenance of the play equipment in the local park and that local records were not being kept. The Chairman asked the Clerk to ascertain the insurance requirements and report the necessary inspection protocols back to the Members.

### **29/18 Website report**

Cllr Hough reported that more work on the LBPC website is planned once the new Clerk was in post.

### **30/18 Communications – nothing to report**

### **31/18 Neighbourhood Plan**

Cllr Peckham advised that work could not proceed without the requested feedback on housing allocations from HDC. He advised that exhibitions at the future community events would list all the recommended sites. Cllr Bamford reported that the Steering Group are ready to proceed once HDC decide upon allocations and that she was finalising policies including local green spaces. The Clerk advised that he process a grant application with Locality once the LBPC consultants provide a forward schedule of works.

### **32/18 County Councillor's Report.**

WSCC Cllr Kitchen reiterated her concern regarding school funding and asked to be copied in to the letters LBPC will write to the MP and Richard Burrett at WSCC. She also advised that, as Rusper and LBPC meet on the same date each month, she will only attend LBPC meetings every other month. The Chairman thanked her for her ongoing support.

### **33/18 District Councillor's Report**

HDC Cllr Bradnum advised Members that :-

- the stickers for the brown garden waste bin service 2018/19 have been delayed but will be issued in due course;
- Nuthurst Parish Council had challenged a retrospective over-development in the parish and had won the case;
- The A281 will be closed most of the day on 23 September 2018 due to the Velo South race;
- Peter Burgess, Chair of HDC, had sadly passed away;
- Car park charges in rural areas would increase; and
- From 1st April 2018 a Public Spaces Projection Order will be in force in Horsham.

### **34/18 Chairman's Announcements**

The Chairman reminded Members that the recent email regarding work to Public Right of Way requested that details of proposed works be forwarded to WSCC.

### **35/18 Planning**

#### **(i) Applications for Consideration at the Meeting**

- **DC/18/0392 - Homelea, Handcross Road, Plummers Plain** - Erection of a single storey rear extension, featuring 2 x dormer windows on east and west roof slopes and conversion of existing integral garage to living space.  
**After consideration, the Parish Council vote to object to the application.**  
**Votes: 1 approve, 5 object, 1 abstain.**
- **DC/18/0462 - Bridleside, Winterpit Lane, Lower Beeding** - Installation of floor to ceiling windows at the rear of the property and erection of side chimney stack.  
**After consideration, the Parish Council vote to support the application.**  
**Votes: 7 approve.**

*20:50 Cllr Bamford leaves the room*

- **DC/18/0485 - 6 New Cottages, Brighton Road, Lower Beeding** - Erection of a detached garage and creation of a new highway access onto Brighton Road with associated hard and soft landscaping  
**After consideration, the Parish Council vote to object to the application.**  
**Votes: 0 approve, 6 object, 1 abstain.**
- **DC/18 0571 Hydebarn, The Hyde London Road, Handcross** - Retrospective application for landscaping works including the creation of an earthen stepped terrace  
**After consideration, the Parish Council vote to support the application.**  
**Votes: 5 approve, 1 object, 1 abstain.**
- **DC/18/0575 - 3 Stablehouse Bungalows, Brighton Road, Lower Beeding** - Erection of a single end of terrace bungalow.  
**After consideration, the Parish Council vote to support the application.**  
**Votes: 7 approve**

**(ii) Applications dealt with outside the meeting** – The Clerk updated the meeting on the decisions made by the Planning Committee on 6 March 2018.

**(iii) Decisions made** – no decisions were made by HDC that conflict with previous LBPC decisions.

**(iv) Other Planning Issues**

HDC Cllr Bradnum advised that the recent application regarding Stonehouse Farm (DC/18/0109) would be heard at the forthcoming HDC Planning Committee.

**36/18 Care of the Elderly in the Parish**

Cllr Lloyd advised that there had been no reports of any problems since the last meeting. He is awaiting a response regarding transport for the elderly.

**37/18 Police Activity** – one burglary reported.

**38/18 SALC Health and Wellbeing report and questionnaire**

The Clerk advised that the SALC report on Health and Wellbeing had been circulated to all parishes in the WSCC area. Comments were now requested on the effectiveness of the programme and planned activities. Members advised that no such report had been received or circulated. The Clerk will update SALC accordingly.

**39/18 Governance**

The Clerk presented a report that advised that several Governance documents will need to be approved by the Council to address governance and audit requirements. Member **AGREED** to approve the report and that the Clerk circulate the necessary papers.

**40/18 Motions** – none received.

**41/18 Public Forum (part 2) (Council agree to adjourn proceedings for questions from members of the public).**

- A parishioner asked that LBPC gain support for local school funding from neighbouring Parish Councils. The Chairman advised that representations were being made to SALC and HALC.
- A parishioner drew attention to the constant flooding at the junction of Warninglid Lane and Handcross Road. The Chairman asked the Clerk to write to WSCC to notify them of this issue.
- A parishioner complained about the state of Church Lane. HDC Cllr Bradnum advised that she understood that remedial works were planned.

**42/18 Finance**

- (i) **Accounts status/summary as at 28<sup>th</sup> February 2018** – the Chairman proposed that the summary be approved. This was seconded by Cllr Peckham and unanimously **AGREED**. The Clerk recommended that Members consider earmarking their general reserves.
- (ii) **March 2018** – cheques for signature. The Chairman proposed that the expenditure report be approved. This was seconded by Cllr Peckham and unanimously **AGREED**.

<b>MARCH 2018 - Cheques for signature</b>				
<b>RESERVES &amp; INCOME</b>		<b>AMOUNT</b>		
Treasurers Account	£	21,093.62		
Business Account	£	10,213.73		
<b>BANK ACCOUNTS</b>	£	<b>31,307.35</b>		
INCOME	£	0.43		
<b>TOTAL RESERVES</b>	<b>£</b>	<b>31,307.78</b>		
<b>EXPENDITURE - FEB/MARCH 2018</b>		<b>PAYEE</b>	<b>CHEQUE/DD</b>	<b>AMOUNT</b>
Hedges - Church. Soil overspill	M. Webber	1562	£	450.00
Web Admin - Jan 18	Masnet	DD	£	84.00
Litter warden - Feb 2018	M Bedford	1563	£	26.50
Interim Clerk's salary + exs	Paul Richards	1564	£	915.31
Office expenses	Michael Tuckwell	1565	£	31.24
Office expenses	Gevin White	1566	£	57.40
Web Admin - Feb 18	Mas Networks Ltd	DD	£	84.00
Parish laptop	Mas Networks Ltd	1567	£	550.27
Hire of leaf blower	Gevin White	1568	£	31.20
Annual insurance	Zurich Municipal	1569	£	679.42
PAYE 6/8/17 to 5/9/17	HMRC	1570	£	100.14
PAYE 6/9/17 to 5/10/17	HMRC	1571	£	100.14
PAYE 6/12/17 to 5/1/18	HMRC	1572	£	0.32
Interim Clerk's salary + exs	Paul Richards	1573	£	726.59
Web Admin - March 2018	Mas Networks Ltd	DD	£	84.00
<b>TOTAL EXPENDITURE - FEB/MARCH 2018</b>			<b>£</b>	<b>3,920.53</b>

(iii) **Insurance** – the Clerk presented the insurance schedule for 2018/19. The Chairman proposed that the insurance schedules be adopted and premium paid. This was seconded by Cllr Peckham and unanimously **AGREED**.

#### **43/18 GDPR update**

The Chairman advised Members of the appointment of the new Parish Clerk, Celia Price. The Clerk provided a verbal report on the impending GDPR requirements. The new Clerk will instigate and update the necessary policies and procedures.

#### **44/18 Date of Next LBPC Meeting**

The next Meeting of LBPC will be on Tuesday, 24<sup>th</sup> April 2018 at 7:30pm at the Church Rooms, Plummers Plain.

There being no further business the Chairman closed the meeting at 21:31.

## Acronym Information

Cllr	Councillor
HALC	Horsham Association of Local Councils
HDC	Horsham District Council
LBPC	Lower Beeding Parish Council
SALC`	Sussex Association of Local Councils
WSCC	West Sussex County Council

Signed \_\_\_\_\_

Date \_\_\_\_\_