

# LOWER BEEDING PARISH COUNCIL

Minutes of Parish Council Meeting and Annual Parish Meeting held in the Church Room, Plummers Plain on Tuesday, 31<sup>st</sup> May 2016 at 7.30p.m.

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## Present :

LBPC Councillors Ed Allen (Chairman), Graham Miller (Vice Chairman), Geoff Peckham, Michael Lloyd, Gevin White, Mrs. Jackie Ward and Mrs. Jaimie Daniels.

10 members of the Public

HDC Councillor Toni Bradnum.

Clerk: Michael Tuckwell

1. **Apologies for absence** were received from WSCC Councillor Brad Watson, CAGNE and LBPC Councillors Ian Shaw and Mrs. Kate Hough.
2. **Declarations of Interest** – There were none.
3. **Public Forum (Part 1) (Council agree to adjourn proceedings for questions from members of the public) –**
  - A) The Clerk was requested to purchase (or ask to be supplied) from HDC Environmental Department a further Green Waste Bin – in a larger size than that supplied for normal domestic use – for the disposal of grass mowing. **Action: Clerk**
  - B) It was noted that the padlock on the Brick Kiln Close gate entrance to the Playing Field had not yet been removed and that there were fencing repairs necessary at that end of the field. **Actions: Councillor Miller to obtain a pair of bolt cutters and remove the padlock himself. The Clerk to contact HDC re the fencing repairs.**
  - C) A question was raised regarding the frequency that HDC cut the grass on the Playing Field. There was some uncertainty about this. **Action: The Clerk was asked to obtain some quotes from private contractors.**
  - D) Parking on Hampshire Hill. This was becoming a major problem, especially at weekends, which was being caused by bad parking of customers of the Wheatsheaf Public House. Residents were having great difficulty in driving from their properties and along the road. It was generally agreed that a TRO should be applied for to provide double yellow lines

along the Hill. **Action: Chairman/Councillor White will contact Chris Stark of WSCC Highways and ask him to come on a Sunday and have a look for himself.**

E) It was noted that the collapsed iron railings on the verge opposite the Church had still not been replaced. The Clerk was asked to send a copy of the Minutes to Chris Stark, WSCC Highways and point out that the Police were very concerned about the matter.

**Action: Clerk.**

F) Overgrown Hedge on Leechpond Lane. Action: Clerk to request the landowner, Mr. Tregear, to arrange cutting of it.

4. **Minutes of the Parish Council Meeting held on Tuesday, 26<sup>th</sup> April 2016.** The Minutes, having been circulated to all members, were agreed as accurate (Proposed by Cllr Peckham, Seconded by Cllr Ward) and were duly signed by the Chairman..
5. **Presentation by CAGNE (Campaign Against Gatwick Expansion).** Due to the unforeseen unavailability of Mrs. Sally Pavey and other CAGNE representatives the Clerk had agreed with CAGNE, prior to the Meeting, that the presentation should be delayed until the following month.

## 6. Matters Arising

(I) **Website.** In the absence of Cllr Hough, a Report was not available.

## 7. Matters for Consideration

i) **Speeding Traffic through the Village.** Cllr. White, advised that a TRO was in process for the establishment of a lower speed limit in Handcross Road. As soon as this was firmly achieved LBPC will press for a reduced limit in Brighton Road. **Action: Clerk to send a copy of the Minutes to Val Court, Chairman of Nuthurst Parish Council and ask if she would add this item to their next Agenda so that we can work together on this matter in future.**

### ii) New Playground

Cllrs. Miller and Daniels reported that installation of the new playground equipment was essentially complete. There seemed to be some doubt whether the final Health & Safety Inspection had been carried out. **Action: Councillors Miller & Daniels to continue to progress.**

- 8. Neighbourhood Plan.** Councillor Peckham reported that the Call for Sites had now gone out – the closing date for receipt of applications was the 30<sup>th</sup> June. There would be a Working Party Meeting on 8<sup>th</sup> June. It was noted that the Plan was progressing very well and was currently ahead of schedule.
- 9. Chairman’s Report for 2015-2016.** The Chairman’s Report is attached as Annex A to these Minutes and has been put on the website and sent to the Parish Magazine..
- 10. Election of Officers & Council Members for 2016-17.**

**Chairman.** - Mr. Ed Allen agreed to continue (Proposed Cllr. Ward, Seconded Cllr Peckham)

**Vice Chairman** - Mr. Graham Miller agreed to continue ( Proposed Cllr. Peckham, Seconded Cllr Daniels).

**Councillors** - All those Councillors present at the Meeting agreed and, in the case of Cllr. Hough, had previously agreed, to continue (Proposed Chairman, Seconded Vice Chairman).

**Clerk & Responsible Financial Officer** - Mr. Michael Tuckwell agreed, to continue (Proposed Chairman, Seconded Vice Chairman).

**11. Reports from other Authorities.**

**(i) County Councillor’s Report.** In the absence of WSCC Cllr. Brad Watson a report was not available.

**(ii) District Councillor’s Report.** HDC Cllr. Toni Bradnum reported on the following matters:-

- a) A new Chairman of HDC, Mr. Mitchell, had been appointed and was now in post.
- b) The Opening times for the Hop Oast Public Waste Disposal Site were being revised and would be available shortly. It was intended that the site would be closed to the public on 2 days per week.
- c) An Exhibition was being mounted of the plans etc. for the new Broadbridge Heath Leisure Centre.

## 12. Planning.

### (i) Applications considered at the Meeting

DC/16/0702 - Temporary Change of Use for a three year period of an agricultural store and dairy processing plant to B1 use – Stonehouse Farm, Handcross Road.

**LBPC Objection. An Application to start a Cheese & Yoghurt business had only been given last year – now the applicant wished to change it to light industrial. Although LBPC were always supportive of rural business, the present application was not considered appropriate for a farm in an area of natural beauty. It was noted that the application made no mention of traffic, parking and road access etc.**

DC/16/1013 – Demolition of a single storey side extension and proposed erection of a two storey side and rear extension and conversion of garden store into a study – 7, Crabtree Cottages, Brighton Road.

**LBPC Objection. The planned extension was considered to be too close to the neighbouring property and wholly overlooked them. The Design & Access Statement does not take any account of this.**

### (ii) Applications dealt with outside the meeting - for information

None

### (iii) Decisions Made

**DC/16/0495 – Erection of a two storey extension and first floor extension to existing detached garage to provide gym and playroom – Warren Wood, Horsham Road, Handcross.**

**Application Permitted.**

**DC/16/0715 – Erection of a two storey rear extension – Rosemary Cottage, Mill Lane**

**Application Permitted**

**DC/16/0711 – Extension of outbuilding and conversion to ancillary accommodation - Frogmore Farm, Handcross Road, Plummers Plain**

**Application Permitted**

#### **(iv) Other Planning Issues**

The Chairman asked the Clerk to book him a speaking slot at the HDC Development Control Meeting on 7<sup>th</sup> June 2016 in order that he could speak on behalf of the Application by Mr. Chris Loder for a replacement of bothy and greenhouse with dwelling at Loder Plants, Brighton Road. **Action: Clerk**

**13. Police Report.** PCSO Rachel Munday introduced herself to the Meeting and was welcomed by the Chairman. Constable Munday advised that under current police reorganisation, all PCSOs were being made redundant and would need to reapply for the revised PCSO roles which were being created. Nine of the current PCSOs had reapplied for the new roles – unfortunately, one who isn't (and who will be retiring) is the present PCSO for Lower Beeding, Susan Poynter. She will be much missed. Under the reorganisation, the emphasis will be on a 'team approach' i.e. there will be no specific individual allocated to Lower Beeding. Regrettably, there will be no routine attendance by the police at future Lb Parish Meetings.

**14. Litter Warden.** The Chairman stated that he had raised a document and forwarded it to the Clerk for regularisation into a formal Contract, for the proposed Warden, The Chairman and the Clerk to sign. After some discussion, it was agreed that hourly rate of pay should be increased to £10.00 (from the £8.00 that currently appeared in the document). **Action: Clerk**

#### **15. Highways, Pathways, Footpaths and Hedgerows.**

##### **(a) Cutting of Mrs. Pritchard's Hedge**

A letter had been received from Mrs. Pritchard authorising LBPC to arrange the cutting of her extremely overgrown hedge, along her land fronting Handcross Road, and send her the account for settlement. Mr. David Christian would undertake the work on behalf of LBPC. **Action: Mr. David Christian**

##### **(b) Pavement Clearing (Machine from HDC)**

The Clerk advised that he been in touch with HDC Hop Oast Depot on several occasions in order to arrange for HDC to bring their pavement clearing machine to various sites in Lower Beeding that needed tidying up. However, for some reason, despite several firm promises, it had not yet happened. The last time that the Clerk had phoned (some 10 days ago) he had spoken to a gentleman called Duncan, a Report No. 16305 had been raised, and the machine had been promised for the following week.

The Clerk said that he would continue to progress the matter. **Action: Clerk**

**(c) Hedge at Junction of Warninglid Lane & Plummers Plain.** It was noted that this also needs cutting although it did not seem clear whose responsibility it was and who was going to cut it.

## 16. Queen's 90<sup>th</sup> Birthday Party

Cllrs White and Lloyd advised that, for a number of reasons (mainly related to running out of time, and lack of people, to organise it, the planned celebrations would not be going ahead. However, it was intended that there should be a formal opening of the New Playground on 23<sup>rd</sup>. July.

## 17. Care of the elderly in the Parish

Cllr. Lloyd stated, and the Reverend Betson agreed, that we needed to establish a register of people who lived alone in the Parish so that we could keep in contact with them, and provide assistance if needed, especially during the winter months. The Chairman suggested that this subject should be a regular item at future LBPC Meetings.

## 18. Commemorative Tree and Plaque for Colin Makey.

Cllr. Ward had located a supplier of Gingko Biloba trees on the internet. Details were passed to the Clerk who was asked to purchase the tree which would then be planted in the agreed position on land at Church Close. The plaque still needed to be sourced, priced and purchased. **Action: Clerk**

## 19. HALC

The Chairman stated that he would be going to the next HALC Meeting on 13<sup>th</sup> July 2016 at Henfield Hall.

## 20. Public Forum (Part 2) (Council agree to adjourn proceedings for questions from members of the public) –

- a) A comment was made to the effect that Cllr. Shaw did not appear to be in attendance at many meetings. The Chairman replied that Cllr. Shaw had recently been appointed to a very responsible and demanding new position in his career and it was recognised that his availability to LBPC was limited.
- b) The Parish Council was thanked for their provision of the New Playground which was being very much enjoyed by the village children.

## 21. Finance

- (i) **Accounts Status/Summary at 31<sup>st</sup>.May 2016.** This had been previously circulated to Councillors and was summarised by the Clerk at the Meeting.
- (ii) **May 2016 Cheques for signature.** As per Accounts Summary.
- (iii) **Section 106 Report.** Current Total available £14,923.68 i.e. £74,805.00 less £59,881.32 allocated for the new Playground Facilities.

(iv) **Other Matters.**

- (a) With the large number of demands and activities currently going through the LBPC accounts, and likely to be going through in future, it was agreed that a reserve fund of £8,000 should be created in order to ensure that adequate funding was available at all times and for every foreseeable requirement.
- (b) It was agreed that it would be desirable for there to be a third cheque signatory in place (so that there was always a signatory available). Cllr. Peckham was proposed as the new signatory and agreed.
- (c) It was proposed that a new salt order should be forwarded to WSCC as soon as possible in order that we should be early prepared for next winter. Mr. David Christian had kindly agreed that the salt could be stored at his farm prior to distribution to the bins.

**22. Any Other Business + Literature for Circulation**

Various literature received was circulated to Councillors for reading.

**20. Date of Next Meeting (Tuesday, 28<sup>th</sup> June 2016).**

There being no further business, the Chairman closed the meeting at 9.40 p.m.

Signed \_\_\_\_\_

Date \_\_\_\_\_