



**BARNHAM AND EASTERGATE PARISH COUNCIL MEETING
HELD ON TUESDAY 12TH SEPTEMBER 2023 AT BARNHAM COMMUNITY HALL**

Present: Chris Allington (Chair): Phil Cramp: Andrew Crawford: Heather Kilroy: Simon Parkin: David Phillips: James Roberts: John Robinson: Sue Wallsgrove: Chris Wells: Penny Wycherley.

In attendance: Alison Crabb (Clerk): Nina McMaster (Assistant Clerk Community): Sarah Jolley (Assistant Clerk Planning): Terry Bedford (Chair, BECT): Caroline Wilson (PCSO): Sean Harvey & Christine Holyoake (ADC Community Wardens) 5 members of the public

1. Open Public Session

Continuing issues around the Farnhurst Road Playpark areas were briefly discussed and Sue Wallsgrove in her capacity as District Councillor confirmed that she had been and would continue to work with ADC officers to bring a satisfactory conclusion to the matter

2. Apologies for absence

Trevor Bence (WSCC):

3. Declarations of Interest

Members are reminded to make any declarations of person and/or pecuniary interests that they may have in relation to items on the agenda or at any time during the meeting should the need arise.

4. County and District Councillor Updates

Trevor Bence (WSCC) had given his apologies but the Chair reported on a recent telephone conversation he had regarding the A29 northern arc project and the potential threat to the funding no longer being available to take it forward.

Sue Wallsgrove in her capacity as Arun District Councillor mentioned continuing issues with ADC's land supply, the WSCC objections to planning applications due to insufficient school places and the need to identify potential sites for schools.

5. Minutes of the Parish Council Meeting held on 11th July 2023

Resolved:

That the minutes of Barnham & Eastergate Parish Council's meeting held on Tuesday 11th July 2023 be approved as an accurate record of the meeting and be signed by the Chair of the Council.

6. Arun Community Wardens

Sean Harvey and Christine Holyoake, two newly appointed Community Wardens at ADC who cover the area of the District that includes Barnham and Eastergate, attended the meeting to give Councillors a short verbal presentation on the role they have been employed to undertake to support the community.

They explained the main purpose of the role was to provide a regular visual presence in the area, in distinctive purple uniforms, so that they can be approached by members of the public to raise any matters of concern they may have. They are then able to make reports on behalf

other residents to the appropriate authorities to try and get the matter resolved or signpost them in the right direction to make the report themselves (they have produced a very useful contact card that they can hand out). In addition they have been attending Community coffee mornings and giving out advice on issues such as fraud awareness and are happy to attend future events if asked. They have also got an excellent working relationship with the PCSO, Caroline Wilson, and share concerns with her to try and seek joint resolutions.

Councillors raised the issue of using ADC website for reporting matters and the fact that once reported no email is ever received giving a response as to what action might be taken which can prove most frustrating. This also led to the issue of overgrown hedges blocking pavements being raised and whilst this is the responsibility of WSCC to resolve the Chair of the Council agreed that it might be a useful exercise to undertake a survey of the Parish using maps that he would obtain from Parish Online and highlight the areas that need urgent attention. A full report could then be shared with WSCC (and if necessary ADC) asking for action to be taken where necessary.

Linked to this item Caroline Wilson, PCSO, gave her update report on some of the key issues she and her colleagues have been dealing with in the Parish and reiterated that they were working with the Community Wardens on several fronts. These include the Farnhurst Road play area problems, youths in the centre of the village (mostly not local as they use the train to get to the village). Discussions are taking place with Tesco and other businesses to try and get them to better protect their properties and also liaising with British Transport Police to seek their assistance as the Police have no jurisdiction once they enter railway property. A copy of the full report which included a list of various thefts and other incidents dealt with was circulated after the meeting.

7. Finance

- 7.1** The Clerk had circulated details of payments made since the last meeting In July 2023. All payments were **noted**, and no issues raised.
- 7.2** The Clerk had circulated a summary of the current financial position. No issues of concern were raised and the content was **noted**.
- 7.3** The Council **approved** the re- appointment of Process Matters as the Data Protection Officer for the Council for a further year at a cost of £150.

Resolved:

- 1. To note the payments made since 11th July 2023**
- 2. To note the current summary accounts as at end**
- 3. To approve the appointment of Process Matters as the Council's DPO and to pay the £150 invoice.**

8. Planning & Environment Committee

It was noted that there had been no planning applications in the Parish in the last couple of months that required the Committee to meet. Sue Wallsgrove, as Chair of the Committee, informed the Council that they had increased the number of locations for siting Air Quality Monitoring equipment and that both Aldingbourne and Slindon were undertaking similar monitoring. She also made mention of the issue raised with the Environment Agency concerning pollution to the Rife that had caused the death of a lot of fish including brown trout.

The only other matter briefly mentioned was the ongoing issues with the landowner of a field in Highground Lane in terms of potential enforcement issues. Sue Wallsgrove is in touch with the ADC compliance team and will monitor the situation.

9. Community Updates

- 9.1** Nina McMaster (Assistant Clerk, Community) gave a verbal update on community related issues in the Parish and on Community activities at both Barnham Community Hall and Eastergate Village Hall. It was noted that the improvements to the cycle barrier access between EVH and Highview Road had been completed and was much appreciated by one local resident who had said she would donate the planting of a permanent Christmas Tree at the Hall. The cricket season has concluded and the Barnham Trojans have now taken over the field and the pavilion. It was also noted that at both Murrells Field and Eastergate Field the Council had to take action to protect the facilities from traveller incursions.

Remembrance Sunday is fast approaching and Nina McMaster asked Councillors to consider volunteering to help with the event.

- 9.2** Update on Hall extension projects – EVH project was progressing well. Currently on time, on budget and no major issues. BCH project has just commenced and no issues to report.
Post Meeting Note – the Public Works Loan of £100,000 to help fund the projects has now been received.

9.3 Murrells Field Consultation Exercise

The Chair opened the item by reporting that the initial responses to the consultation exercise had brought into focus three main lobby groups:

- Lobbying the case for young people with the hope of reducing anti-social behaviour
- Encouraging us to not destroy our park for dog walkers through changes to the field as it currently is
- Cordon off an area for dog walkers to exercise their dogs

He also explained that the informal approach of the consultation had perhaps not targeted all demographics and that therefore there was a need to extend the period of consultation and to undertake some increased advertisement of the exercise to get more responses.

A member of the public present was given the opportunity to make a case for the provision of a BMX Pump Track and that she felt that the young people of the area were perhaps not aware of the consultation and their ability to respond. In response to a suggestion from the Chair it was agreed that a specific survey questionnaire should be produced that focused on the potential ideas for facilities for young people and distributed to schools in the Parish. The member of the public was volunteered to take this element forward.

It was also **agreed** to extend the deadline for response for all residents and to highlight the consultation on the website and in the upcoming newsletter. A deadline of **Friday 10th November** has since been agreed, but should a delay occur with the distribution of the newsletter this may get extended further.

The responses for this extension to the consultation exercise will then be analysed and added to the previous responses and a report produced for the December or January meeting of the Parish Council. The report would seek a decision by the Council to agree which facilities should be taken forward for more detailed investigation, with the aim of producing a formal costed proposal for consideration by the Council at a later date.

- 9.4 Newsletter Production** – Paris Johnson had produced the first draft of the newsletter following contributions from Councillors and staff. Initial response from all present was that it was good but required a few tweaks, potentially a few additional photos and some updates to the contact page. The Clerk would feed the comments back to Paris and would look to circulate another version and agree a deadline for final production and printing via ADC.

10. Award of Grants

The Grants Panel had considered the applications received by the agreed deadline and the Assistant Clerk (Community) had co-ordinated the comments and decisions and produced a report that had been circulated for consideration. In summary five applications had been received and the Panel recommended to the Council that all five should receive funding from the £2,500 budget available as follows:

Home Start, Arun, Worthing and Adur - £700

Tylers Trust - £500

4Sight Vision Support - £300

Arun Counselling Centre - £300

Ashdown Vale Allotment Association £700

The Council **approved** the recommendations, but agreed that the Ashdown Vale Allotment Association sum would not be released until the Council received evidence that they had managed to secure the additional £3860 that they had requested in their application to enable them to take the project forward.

Resolved:

That the Clerk make the payments as approved and that the sum of £700 be ring-fenced for future payment to Ashdown Vale Allotment Association should they secure the additional funding they were seeking.

11. Working Party Updates

11.1 Community Resilience Team – Update on progress by David Phillips

- First Aid Training Courses date set and DP encouraged all Cllrs to consider taking part. The Council will pay the cost of the courses;
- Website page has been created together with an email address to encourage volunteers;
- Leaflet for all households being finalised – potentially distribute with newsletter;
- Volunteers required for ‘outside’ team i.e. not Cllrs or hall staff;
- Grant funding application submitted for a large generator response awaited ;
- WSCC Resilience Team still involved and will provide training;
- ADC Emergency Officer has visited halls to see if they could be used as Emergency Centres but both require certain equipment to be provided but storage solutions will be required;

11.2 People, Places and Spaces (PPS) Working Party report

Litter Picking - Andrew Crawford gave a brief report that litter picking initiative was being well supported and currently taking place at both ends of the Parish. Still issues with overflowing litter bins and other issues such as recycling and people throwing litter from their vehicles.

Community 'Village Garden' – Penny Wycherley had produced a report that had been circulated with the agenda which gave details of the plans for the establishment of a 'Village' Garden – a new name suggested and agreed – on Murrell's Field in the northwest corner adjacent to the gravel overflow car park

The report outlined the underpinning principles of the garden, the space it will eventually fill, the basic design, stage one enabling works, consultation and communication and funding recommendations as follows:

1. The Council is asked to approve an initial budget of £5000 and agree source of funding
2. The Barnham and Eastergate Community Trust be asked to release the £3000 Coop funds they have to the Parish Council to fund the water supply works.

Following a short discussion the Council thanked Penny for the report and gave their approval to the recommendations with the additional funding, the budget contains just under £2000 currently, being taken from reserves to enable the first phase and enabling works to be undertaken.

Resolved:

1. **Approval is given to ringfence an initial budget of £5000 to enable Stage one of the project to be undertaken**
2. **The Clerk to ask BECT to release the £3000 Coop funds from their deposit account to enable the water supply to be installed.**

In addition to the formal report and the recommendations approved Penny Wycherley informed Council of other plans and projects being taken forward.

- winter flower displays in the lamppost planters (the Clerk confirmed that she would apply for the necessary permissions)
- Planters by the side of the benches on the railway property – permission almost secured
- Blue plaques on places of historical significance
- Update on history of the Parish

- 11.3** The Chair introduced an additional item at this point on the agenda and that is the need to consider funding fencing around the overflow car park and grass area beside the MUGA to ensure the security of the site against potential future traveller incursions and other anti-social behaviour. David Phillips and Rob Sparrow had drawn up some preliminary plans and obtained a quote of around £17,000. The Chair sought approval to taking this forward but recognised that further quotes would be required and the funding sources identified. The Chair of the Trust had agreed that they may be able to assist with funding as it would be of benefit to the running of the Hall. It was further agreed that the potential installation of a CCTV in the car park to cover this area and the 'Village Garden' be investigated.

The Clerk and David Phillips would liaise to obtain further quotes and a quote for CCTV coverage and a further report and proposal for funding would be brought to the provisional budget meeting of the Council in December.

12. Updates from Outside Bodies

ADALC Conference – Sue Wallsgrove and Sarah Jolley reported they had attended and found some elements of it most useful and Sue Wallsgrove believe the Council should continue to engage with the group.

ABE CLT – The Council had been asked again if wished to appoint a Councillor as an ‘observer’ on this organisation, but it was agreed that they did not feel the need for anyone to undertake the role. It was also noted that ABE CLT had been given allocation rights to 22 homes on the Wings Wood development in Aldingbourne from Southern Housing.

13. Report by Chair of the Council

The Chair had no items to report that had not already been reported during the meeting..

14. Report by the Clerk of the Council

The Clerk reminded Councillors to consider the training opportunities that she had previously circulated.

The Clerk also reminded Councillors of the Mandatory GDPR training on 26th September

Finally, the Clerk informed the Council that this would be the last meeting of the Council that Sarah Jolley (Assistant Clerk, Planning) would attend before she left the Council to emigrate to Australia. The Chair publicly thanked her for all her work and contributions to the Council during her two years and everyone wished her well for the future.

A replacement appointment will be made shortly following recent interviews.

15. Date of Next Meeting

The next meeting will take place on Tuesday 31st October at 7.30 p.m. at Barnham Community Hall.

The Meeting Closed at 9.55 p.m.

Signed by:

Chair, Barnham and Eastergate Parish Council