



**BARNHAM AND EASTERGATE PARISH COUNCIL MEETING
HELD ON TUESDAY 11th JUNE 2024 AT BARNHAM COMMUNITY HALL**

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

In attendance: Alison Crabb (Clerk): Nina McMaster (Assistant Clerk, Community): Gemma Hindson (Assistant Clerk, Planning): Terry Bedford (for Item 12.4): 2 members of the public

1. Open Public Session

A member of the public asked for an update on the flooding/sewage issues in Marshall Close. The Chair was unable to provide any update but agreed to seek information from Sue Wallsgrove, District Councillor.

2. Apologies for absence

Trevor Bence (WSCC): Sue Wallsgrove:

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. Co-option of new Councillor

The Council had received an application to fill one of the current two vacancies on the Council. Having considered the application the Council unanimously approved the co-option of Andrea Rainger to be co-opted to the Council. She duly signed her Declaration of Office and immediately joined the meeting.

5. County Councillor, District Councillor and PCSO Updates

Due to the absence of Trevor Bence and Sue Wallsgrove there were no updates to report. Caroline Wilson, PCSO had submitted a written report of recent activities that had been dealt with in particular around anti-social behaviour and several vehicle and house break-in incidents.

6. Minutes of the Annual Parish Council Meeting held on 30th April 2024

Resolved:

That the minutes of Barnham & Eastergate Parish Council meeting held on Tuesday 30th April 2024 be approved as an accurate record of the meeting and be signed by the Chair of the Council.

7. Finance

7.1 The Clerk had circulated details of payments made since 30th April. The Clerk highlighted a few key payments and all were **noted** with no issues raised.

7.2 The Clerk had circulated a summary of the financial position as at 7th June 2024. No issues of concern were raised and the content was **noted**.

7.3 Following a site meeting between David Phillips and Pete Edgeler (Eastergate Cricket Club) several maintenance issues were noted. Since that meeting the Assistant Clerk,

Community had obtained a quote for the majority of the works from Mark Flint. The biggest issue requiring a decision was the need to repair or replace the main entrance doors to the building. A quote had been obtained for both options and following a brief discussion, in particular around the future of the building and when plans for replacement might be forthcoming, it was agreed to pursue the replacement of the doors and to inform the Cricket Club of that decision.

Resolved:

- 1. To note the payments made since 30th April.**
- 2. To note the current financial position of the Council**
- 3. To approve the repair works to the Pavilion as per quote from Mark Flint and to pursue the replacement of the entrance doors through the Cricket Club's contact.**

8. Annual Return for the year ended 31 March 2024

The Clerk had circulated the completed Annual Governance Return, together with the Internal Audit Report undertaken by Smithe & Co and asked the Council to approve the following recommendations:

- 8.1 Approval of Internal Auditor Report**
- 8.2 Approval of the Annual Governance Statement for 2023/2024**
- 8.3 Approval of the Accounting Statement for 2023/24**
- 8.4 Approval of the publication of Notice of Public Rights and submission of the Annual Return to the External Auditor.**

Resolved

- 1. The Council approve the content on the Internal Audit Report prepared by Smithe & Co**
- 2. That the Clerk and Chair sign the Annual Governance Statement for 2023/24**
- 3. That the Chair sign the Accounting Statement for 2023/24**
- 4. That the Clerk publish the Notice of Public Rights to inspect the Accounts and submit the required documentation to the External Auditor**

9. Planning & Environment Committee

Chris Wells, Chair of the Committee, gave a brief update on the last meeting of the Committee which considered and supported an application for the change of use of Old Farm to a Children's Home.

He also informed the Council that an application for 21 houses at Highfield House on Yapton Road, which had been refused by ADC, objected to by the Committee and appealed to the Secretary of State, had now been dismissed by the Planning Inspector and in her response she cited our Neighbourhood Plan policies as the main reasons for her dismissal.

He mentioned the application for a fastfood outlet next to Tesco's. The Committee had supported the application as it met the new business policy in the Neighbourhood Plan, but it was understood that WSCC Highways were concerned about access issues. It was also noted that there was some local opposition to the proposal.

Finally, he mentioned that the next meeting would be considering an application for 21 bungalows next door to the new Croft Surgery and that it had now been confirmed that this land had not been included in the Neighbourhood Plan for development.

The major comment made following this report was whether or not we should be looking at reviewing the Neighbourhood Plan in the near future. The Clerk was tasked with seeking the advice of Maureen Chaffe (Process Matters) as our consultant on this matter.

10. Community Facilities in the Parish

10.1 Nina McMaster (Assistant Clerk, Planning) gave a brief update on current activities at the various community facilities in the Parish. She made specific mention of the fact that the current National Lottery funding would end in June and that a new application for a 5 year continuation project had been submitted, following encouragement from our Lottery Officer. However, due to the election it might be a few months before a response is forthcoming.

The success of the trial of the Friendly Food Fridays initiative at Eastergate Community Hub with UK Harvest was highlighted and it had been agreed to continue the initiative going forward. A large number of volunteers were involved and donations were being given (although there was no compulsory donation required) which would be banked and used to potentially support the scheme over the winter when fewer products may be available and to pay minimal expenses to volunteers for fuel etc.

10.2 Pete Edgeler (President of Eastergate Cricket Club) had provided the Council with a comprehensive update of the work of the Cricket Club in the community. The report was noted and comment was made that the Club were doing an enormous amount of good work, particularly with the youth in the area.

11. Award of Grants 2024/25

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 four applications had been received and the Panel recommended to the Council that three of the four should receive funding from the £2,500 budget available as follows:

Home Start, Arun, Worthing and Adur - £1000

Tylers Trust - £500

Ashdown Vale Allotment Association £1000

Barnham Trojans – requested a grant of £2000 towards improvements to the facilities they use at Aldingbourne Sports Centre. The Panel rejected the application as it was felt that this should be funded through Aldingbourne Parish Council as it was in their area and we already support the Trojans through the use of our facility at Eastergate

The Council **approved** the recommendations for the award of grants and supported the recommendation to reject the application from Barnham Trojans.

Resolved:

That the Clerk make the payments as approved

12. Working Party Updates

12.1 Community Resilience – David Phillips made mention of the continued provision of first aid courses and the good take-up they had had. Equipment was gradually being purchased and a storage shed for the equipment would be built in the new compound

at Barnham Community Hall. Generator(s) will be purchased in the near future from the grant funding received at the end of last year. Whatsapp groups being established and there was a need to push for more volunteers through the newsletter.

- 12.2** People, Places, Spaces – Penny Wycherley commented that the summer planters had now been placed on the lampposts in Barnham with the Spring planters being stored ready for growing on plants in due course. Planting around the signs continues to be managed by a group of volunteers and we have 500 daffodil bulbs to plant at the appropriate time. No progress currently on the heritage sites.

Andrew Crawford reported that litterpicking was still going well with a strong group of volunteers regularly involved and close working relationship with Dan Cox at ADC to look at other litter problems in the Parish.

- 12.3** Communications Working Party – James Roberts reported that two newsletters had now been produced and circulated and that the take up was making progress, but there was a long way to go. It was agreed to look at the length of each newsletter and to raise the profile of the work of the Parish Council and what we can and cannot do for residents.

- 12.4** Murrells Field Working Party – Terry Bedford gave a detailed update on progress towards developing a scheme to meet the requirements of the project. Following various meetings and expert analysis of the site the group were now exploring a simplified project which would plan to improve the drainage and surface level and try to provide for most of the year informal recreation and some organised sports multi-functional space. The biggest issue has been trying to establish where the excess water can be drained to with Church Lane having been ruled out. Our specialist consultation is in discussions with Paul Caan at ADC and WSCC property officers (due to the lease between the Parish and WSCC) to ensure that any potential solutions that are taken forward would be acceptable to both organisations.

It was felt that the current funds available would be insufficient for the project and therefore Gemma Hindson would look at Operation Watershed (WSCC) as a potential source for additional funds.

The timescale is for the approved proposal to start in the Autumn 2025 and public consultation would of course take place before the Parish Council approves the letting of a contract.

13. Adoption of Bus Shelters Policy

- 13.1** The Clerk had produced a report to seek the Council's approval to reverse their previous policy decision on the adoption of bus shelters (the policy set was that the Council would not take on such responsibility in the future). The reason for this was that following the introduction of the new 500 bus routes through the Parish WSCC had approached the Council to invite them to participate in a Bus Shelter Working Party being established to look at the provision of bus shelters from government funding along the 500 route (the majority of which passes through this Parish). As the Working Party will expect the Parish Councils to take on future responsibility for any bus shelters placed in their Parish the Council needed to reverse their previous policy decision to not take on this responsibility.

A short discussion concluded that as it was felt that the provision of bus shelters along the route would help sustain the service in the future that they would approve the new policy outlined in the Clerk's report. This decision gives the representatives approved in the next item the ability to attend the Working Party and say that the Council would agree to the adoption of the bus shelters that are agreed to be provided within the Parish boundary. The key points noted were however that they provision and installation costs must be met from the government funding and that the Parish Council must take the decision on they type of shelters provided. This revised policy does not preclude the Council from refusing to take o other shelters in the future.

Resolved:

That the previous Adoption of Bus Shelters Policy be reversed and the new policy be approved that will enable the Council to adopt bus shelters in the future provided they are full funded in terms of provision and installation.

- 13.2** Appointment of representative(s) to attend the Bus Shelter Working Party for the 500 Bus route on 27th June 2024. Following the approval of the new Adoption of Bus Shelters Policy it was now possible for representatives to attend the Bus Shelter Working Party with the approval of the Council to bid for bus shelters to be provided within the Parish boundary. Penny Wycherley, Nina McMaster and potentially Chris Allington all volunteered to attend and were duly appointed as the Council's representatives,

Resolved:

That Penny Wycherley, Nina McMaster and potentially Chris Allington be appointed the Councils representatives to attend the Bus Shelters working Party.

14. Outside Body Meetings – Update

- 14.1** Multi-Agency Meeting on anti-social behaviour - Sue Wallsgrove and Penny Wycherley attended. Penny was unfortunately anticipating Sue reporting on this matter so didn't have her notes with her but she did mention the ADC security support that had been given and also an agreement to look at using teams to provide warnings of approaching problems to the shops.
- 14.2** BEW Advisory Group – Chris Allington reported that the meeting had definite sense of déjà vu with very little change and little signs of progress in the future. Although it was noted that WSCC were going to start the A29 northern arc route. It was also noted that the Southern Consortium rep was attending the next P&E Committee.

15. Report by Chair of the Council

The Chair had no further items to report that had not been covered during the meeting.

16. Report by the Clerk

The Clerk had no further items to report that had not been covered during the meeting.

17. Date of Next Meeting

The next meeting of the Council is scheduled to take place on Tuesday 23rd July. However, it was agreed that unless any formal decisions were required the meeting would be cancelled by the 13th July.

The Meeting Closed at 21.40 p.m.

Signed by:

Chair, Barnham and Eastergate Parish Council