



**BARNHAM AND EASTERGATE PARISH COUNCIL MEETING
HELD ON TUESDAY 3RD DECEMBER 2024 AT EASTERGATE VILLAGE HALL**

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

In attendance: Alison Crabb (Clerk): Gemma Hindson (Assistant Clerk, Planning): PCSO Caroline Wilson: PS Sam Fenner:

1. Open Public Session

No members of the public present so no issues raised.

2. Apologies for absence

Simon Parkin: Andrea Rainger:

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. Chris Allington asked that his role as Acting-Chairman of Barnham & Eastergate Community Trust be registered as an interest in case of any potential financial discussions relating to both organisations. This role, and therefore registered interest, will only be in place until May 2025.

4. County Councillor, District Councillor and PCSO Updates

County Councillor, Trevor Bence had given his apologies and had no updates to impart via the Clerk.

District Councillor, Sue Wallsgrove, informed the Council that ADC's 5 year land housing supply was only at a level of 4 years and that meant the Council would have difficulty in fending off increased development proposals.

PCSO Caroline Wilson, together with PS Sam Fenner were in attendance and PCSO Wilson updated Council on recent incidents in the Parish. The incident numbers for anti-social behaviour were separated out from incidents and then separated between those that took place in the Parish itself and those that took place at the Station. She was pleased to note a decrease in numbers at both locations, but urged residents to continue to report incidents particularly at the time they are taking place (although she also said there had been some bogus reports that had then been shared on Facebook which was not helpful) as they did have the resources available to respond swiftly. Other incidents noted were mainly related to vehicles.

In response to a question about the request to arrange a follow-up public discussion following the large public meeting earlier this year it was agreed, after a short discussion, that the Annual Parish Assembly (Community Engagement Event) to be timetabled for April might present the opportunity for this discussion take place as a 'headline act' for the event.

The Chair of the Council also took the opportunity at this point in the meeting to bring forward the discussion on Item 7.2, which was a proposal to put together a project potentially centred

around Community Resilience Training but aimed at supporting younger people in the Parish. David Phillips explained that the idea had emerged following a discussion with a local resident who could arrange and run courses around self-defence training. The outcome was to ask the Parish Council to consider including some funding in the Community Resilience budget to 'pump prime' work with other agencies and authorities with the aim to increase the overall 'Community Resilience' through training (all ages); and in helping, address current anti-social behaviour amongst local young people.

In discussion mention was made by the Police reps that they were visiting schools to discuss safe space schemes and also that perhaps there was an opportunity to somehow get those with ASBO orders to volunteer in the community following specific training. Penny Wycherley mentioned a scheme she was involved in called 'Protect your Mate' and also the fact that Chichester College might like to be involved through the Princes Trust like scheme they had.

In summary for now it was **agreed** to include the sum of £8,000 in the 2025/26 budget and to take forward further discussions with the Police and others to potentially work up a scheme. It was also mentioned that it was key that some sort of specific engagement was made with the youth in the Parish to get some feedback on what they might like us to provide.

5. Minutes of the Parish Council Meeting held on 15th October 2024

Resolved:

That the minutes of Barnham & Eastergate Parish Council meeting held on Tuesday 15th October 2024 be approved as an accurate record of the meeting and be signed by the Chair of the Council.

6. Finance

6.1 The Clerk had circulated details of payments made since 15th October. All payments were **noted** with no issues raised.

6.2 The Clerk had circulated a summary of the latest financial position of the Council. No issues of concern were raised and the content was **noted**.

Resolved:

- 1. To note the payments made since 15th October.**
- 2. To note the current financial position of the Council**

7. Consideration of Draft Budget for 2025/26

7.1 The Chair introduced the draft budget and covering report prepared by the Clerk, the work for which she was thanked for undertaking. The Finance Sub-Committee had discussed the options put to them on 20th November which was a 0% increase in Council Tax or a small 2% increase. The figures were based on a taxbase of 2500 (which has since been confirmed as 2522) and the 2% increase would represent a 0.25p annual increase on a Band D Council Tax figure.

The report highlighted the increased staff costs for the new Clerk, the increased Employer National Insurance contributions and the increased IT Security requirements. The final significant cost was the increase of the CRT budget from £1k to £8k to explore a potential Community Resilience Project as discussed in Item 4 above.

The Council agreed the recommendations as follows:

Resolved:

- 1. The budget for 2025/26 be prepared based on increases to budgets as shown in the draft document presented and based on a 2% increase to the Council Tax.**
- 2. The Clerk will prepare a final budget and Precept figure (based on the taxbase figure once received) for approval at the meeting on 21st January 2025.**

8. CIL/S106 Funding

The Council were presented with an updated document that summarised the current position in relation to CIL/S106 funding (currently in the Parish accounts and expected over the next two financial years). The document clearly shows that there is scope for the Council to look at both minor and major projects moving forward and the reported made six recommendations all of which were supported and approved as follows:

Resolved:

- 8.1 That the Council approve the future allocation of CIL funds on a 90%-10% split between major and minor projects**
- 8.2 That the Council and Trust look to pursue the replacement of Eastergate Pavilion in light of the funds expected to be received in the next 2 financial years and that the Council ring-fence a sum of £12,760 to provide a Project Feasibility Study and Planning proposal for the replacement of Eastergate Pavilion.**
- 8.3 That the Council support allocating CIL funds to ensure the realisation of the Bus Shelter provision project in the Parish should there be insufficient funding available through WSCC.**
- 8.4 That the Council approve a spend of up to £1k (to be spent from reserves) to fund improvements to an application to GTRailway for a project to improve space outside the Railway Station Car Park in Barnham.**
- 8.5 That the Council agree to ring-fence £10k of CIL funding to be spent on the Railway Station project should the grant application be successful.**
- 8.6 Subject to approval of recommendations 4 and 5 above the Clerk be authorised to submit the application to GTRailway to meet the submission deadline.**

9. Planning & Environment Committee

- 9.1 Heather Kilroy, Vice Chair of the Committee, informed the Council that no contentious applications were considered at the last meeting; the 550 Barratts Homes application that was 'Refused' by ADC Planning on the recommendation of officers; and that a proposed garage/office space at 142 Barnham Road had been refused due to the impact of the design issues on both the area and on a non-designated heritage asset.**
- 9.2 To ensure that the Committee could always be quorate James Roberts was appointed as a reserve member of the Committee. He would be involved in receiving all applications to enable him to be able to step in and attend a meeting if required to ensure decisions could be taken.**

Resolved:

That James Roberts be appointed as a reserve member of the Planning & Environment Committee.

10. Community Facilities in the Parish

- 10.1 The Assistant Clerk (Community) reported as follows:
The tables had now been purchased for EVH following the anonymous donation received. An application had been made for EVH to receive a Warm Spaces grant from ADC. Remembrance**

event was the largest ever and thanks were expressed to all who had volunteered, particular mention was made of James Roberts who volunteered as our designated First Aider. Preparations are being made for Xmas lunches at both facilities and Xmas quizzes.

Gemma Hindson reported on the steps being taken to update the drawings previously produced in 2020 for a replacement of Eastergate Pavilion to look to include a gym or exercise space, a bar and social area, changing rooms etc. The design was also going to look at moving the site to incorporate sufficient parking but would probably not be a 2.5/3 storey design as the Architect does not believe it would get permission at that location.

10.2 Gemma Hindson reported that a tender specification document was currently being prepared by Larch Design Consultants to enable a project to undertake a levelling and reseeded project on Murrells Field. The tender document would be sent to 3 specialist contractors to submit tender documents. Also a public consultation event was being planned to explain to the final decision on the plans for improvements to the Field within the limited budget available.

11. Working Party Updates

11.1 Community Resilience – David Phillips confirmed that the storage facility for the new large generator had been completed and the generator had been delivered along with two smaller generators. ADC training for staff has been put on hold due to illness. Training for other volunteers might come through the budget sum agreed of £8k.

11.2 People, Places, Spaces – Andrew Crawford reported that the last pick saw 51.5kg of litter collected. New equipment had been purchased using a grant from Biffa arranged through ADC. Surplus equipment was being offered to neighbouring Councils.

Penny Wycherley reported that the Christmas wreaths were ready for display and a Christmas tree donated by Richard Timlick would be erected in the seating area outside the station. Potentially consider connect the street lighting for electricity for the lights in future years. Christmas pots have also been planted up. U3A have agreed to have a sub-group of the PPS WP to look at how we signpost our history to residents. The wildflower area of the Village Garden was currently fenced off to enable it to develop.

11.3 Communications Working Party – James Roberts reported that the final draft of the printed annual newsletter was currently with Paris Johnson for circulation and final proof reading/approval before being sent to ADC for them to produce and print what will be an 8 page A5 size document. Distribution will take place in early January. The next areas the group will be investigating will be new forms of engagement and communication with a particular focus on young people, which links to the proposed project discussed under the budget item. An e copy of the newsletter will be produced for the website.

12. Outside Body Meetings

12.1 Bus Shelter Working Party – Penny Wycherley reported that the Working Party had finally agreed a list of 10 shelter locations across 4 parishes (1 in Aldingbourne, 5 in Barnham & Eastergate, 2 in Yapton and 2 in Oving). The next steps will be licensing of the agreed sites that was being organised by WSCC and there would then be a need

to sort out purchasing and installation of the agreed shelters – we would be looking at wooden shelters for a rural environment. However, due to a difference in view as to how this part of the process would take place the Clerk and Chair had a meeting with WSCC reps to explain that they would expect WSCC to recommend a preferred contractor from their procurement framework who would then project manage the whole process for all 10 shelters even if the Parish Council acted as the client for all the shelters.. It would not be for the Parish Council to procure the shelters and installation services. It was expected that at the next Working Party meeting WSCC would bring forward a solution to this issue that would be acceptable.

13. Report by Chair of the Council

The Chair had no further issues to raise that had not been covered during the meeting.

14. Report by the Clerk

The Clerk made mention of repairs to the 3 fingerposts in the Parish and the report that had been produced by a member of the public which was a survey of all signs in the County. As part of that report he had included details of a specialist company who may be able to undertake the repairs and the Clerk is pursuing estimates of costs and the ability to undertake the repairs.

15. Date of Next Parish Council Meeting

Tuesday 21st January 2025 at 7.30 p.m. at Barnham Community Hall.

The meeting closed at 9.20 p.m.

Signed by:

Chair, Barnham and Eastergate Parish Council