



**BARNHAM AND EASTERGATE PARISH COUNCIL MEETING  
HELD ON TUESDAY 21<sup>st</sup> JANUARY 2025 at BARNHAM COMMUNITY HALL**

**Present:** Chris Allington (Chair): David Phillips: Ray Coggin: Phil Cramp: Heather Kilroy:  
Andrea Rainger: Sue Wallsgrove: Chris Wells: Penny Wycherley:

**In attendance:** Alison Crabb (Clerk): Gemma Hindson (Assistant Clerk, Planning): Nina McMaster (Assistant Clerk, Community): Trevor Bence (County Councillor): 3 members of the public

**1. Open Public Session**

A member of the public present raised the issue of the gully emptying programmes and responsibilities and the Clerk was asked to write to WSCC and ADC for their views and comments. **Post Meeting Note:** Response from WSCC as follows. A new drainage contract is due to commence in April 2025 and the maximum period between cyclical cleanses will be reduced from 4 years to 2 years. It is anticipated that this increase in cleansing will make a big difference, especially in locations such as Lake Lane, Barnham.

**2. Apologies for absence**

Andrew Crawford: Simon Parkin: James Roberts: John Robinson:

**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 Councillor, District Councillor and PCSO Updates**

County Councillor, Trevor Bence was present and gave a further update on the historical data issues around the now deleted proposed Grey route of the Arundel Bypass. The missing data was now being uploaded to the West Sussex Historical Environment Record and would be available to the public and the Council in due course.

He also informed the Council that West Sussex, along with East Sussex and Brighton and Hove had submitted an expression of interest in response to the government's devolution plans to establish Mayoral Strategic authorities. If successful the next stage would elections for a Mayor being undertaken in 2026. District Councils would be abolished and the impact for Parish Councils could be significant. The decision from government on whether to consider the EOI is expected to be made at the end of January.

The Council made a few comments about the implications for them if this route is pursued but also realised that until more details were made available to them there was little to discuss at this moment in time.

District Councillor, Sue Wallsgrove, informed the Council that ADC were putting any revisions to the Local Plan on hold. Issues around the potential devolution proposals were also mentioned and further updates would be given depending on the response to the West Sussex EOI to central government.

There was no report from the PCSO.

**5. Minutes of the Parish Council Meeting held on 3<sup>rd</sup> December 2024**

**Resolved:**

**That the minutes of Barnham & Eastergate Parish Council meeting held on Tuesday 3<sup>rd</sup> December 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 3<sup>rd</sup> December. 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 3<sup>rd</sup> December.**
- 2. To note the current financial position of the Council**

**7. Fingerpost Repairs/Restoration Project**

As reported at the last meeting the Clerk was seeking quotes from a specialist company who had been recommended to undertake repairs/restoration of the fingerposts located in the Parish. As a result of the quotes received the Clerk had circulated a report which set out options for repairs/restoration works to the fingerposts. The options considered included full restoration and replacement of damaged and missing arms on two of the posts at a maximum cost of £2465 or just repairs and a new arm to one of the signs at a maximum cost of £1495. The Council considered the options and concluded that they wished to ensure that the signs were preserved as historical assets and therefore agreed to approve the Option to undertake full restoration and replacement of missing arms. The Clerk would issue a Purchase Order for the works and the cost would be funded from the Council's reserves as there was no specific budget approved for such works.

**Resolved:**

- 1. That the Council approve the full restoration of all 3 fingerposts at a maximum cost of £2465.**
- 2. That the Clerk issue a Purchase Order to Ralph Restorations to undertake the works and that the costs will be met from the Council's reserves.**

**8. Approval of Budget and Precept for 2025/26**

Following consideration of the draft budget at the meeting of the Council in December the Clerk had prepared and circulated a revised budget for 2025/26 together with a paper containing options for discussion and recommendations for approval of the precept amount to be requested from Arun District Council and to approve the budget for 2025/26.

Points to note included the following:

- The taxbase was confirmed at 2522 (an increase of 22 on the draft budget presented in December).
- The budget presented was based on a 2% increase in Band D Household Council Tax payments.
- The current budget includes specific budget lines for key activity areas and Working Groups, namely: Planning & Environment Committee, People, Places and Spaces WP, Community Resilience Team and a new Communications WP.
- The annual build-up of reserves figures remains at £5,000.

- S106/CIL funds received are ring-fenced in an interest bearing savings account for use as projects are developed and monies spent. The project plans for 2025/26 include:
  - Completion of the Village Garden
  - Progression of the Murrells Field drainage and improvements project
  - Preliminary works in respect of potential replacement of Eastergate Pavilion

Approval of the budget as presented would result in an end of year surplus of around £7,000 (including a £5k sum to build-up reserves).

The Council made no further comments or amendments to the budget and considered and approved the following recommendations:

1. That the budget for 2025/26 as presented be approved.
2. That a 2% increase in Band D Council Tax payments be approved resulting in a rise from £77.15 per annum to £77.40 per annum per paying household.
3. That a precept sum of £195,203 be requested from Arun District Council

**Resolved:**

1. **To approve the budget for 2025/26 as presented**
2. **To approve a precept of £195,203 for 2025/26 (based on a 2% increase in Band D Council Tax payments) and that the Clerk be asked to inform Arun District Council of that decision**

**9. Planning & Environment Committee**

The Chair of the Committee had nothing of significance to report. Issues were still being monitored with the development at Tars Farm through Sue Wallsgrove in her role as District Councillor.

**10. Community Facilities in the Parish**

The Assistant Clerk (Community) reported that she had successfully obtained a ‘free’ recycling bin and emptying service for Eastergate Hall from ADC due to the amount of cardboard from the UK Harvest project. Both Halls were now back up and running all groups following the Christmas break. Eastergate had received a £1,000 Warm Spaces Grant from ADC and that Waste Prevention Scheme grants were being investigated.

The Assistant Clerk (Planning) reported that initial meetings and plans were now being progressed in respect of the potential Pavilion replacement project.

**11. Working Party Updates**

**11.1 Community Resilience** – David Phillips reported that he and Ray Coggin were going to be undertaken generator testing in the near future, ADC training for staff currently on hold due to illness of co-ordinator at ADC; WSCC Resilience Team to be asked if they can devise a desk top training exercise; further dates for first aid training waiting to be confirmed.

**11.2 People, Places, Spaces** – Andrew Crawford had passed a detailed update on the current and planned activities of the litterpicking initiative in the Parish (the full report is appended to these minutes) and Penny Wycherley touched on a few of the points included. In terms of the planting initiative the Spring planters are now on the lampposts; the wreaths having been taken down and stored’ the Christmas trees have been planted by the Barnham gateway sign; the 4,500 bulbs should hopefully be

showing soon; work on the village garden is currently on hold due to the weather conditions and time of year.

With regard to the Bus Shelter project the Clerk is now pursuing potential contractors to quote to provide bus shelters along the 500 bus route at 10 locations across the Parishes of Oving, Yapton and Barnham & Eastergate. A meeting between one of the contractors and Penny Wycherley being arranged to ensure the highway requirements can be met. A further update should be available by the time of the next meeting

**11.3 Communications Working Party** – In the absence of James Roberts, the Chair read out a brief update as follows:

- Annual printed newsletter has started to be delivered to households in the parish. Copies also available at both halls and PDF version on our website.
- Thank you to everyone for your ongoing contributions to the monthly email newsletter, this helped enormously when putting together the annual newsletter.
- We will be continuing the monthly email newsletter this year. However, we will also be focusing on community engagement too. Our focus over the coming months will be on volunteer recruitment, our efforts supporting both the PC and BECT projects.
- Please pass any feedback you have or receive from residents about the printed or email newsletters to James.

**11.4 Murrells Field Improvement Project** – the Assistant Clerk (Planning) reported that production of the specification/tender document had been slightly delayed but was due to be produced shortly. Three contractors have been identified to receive the tender documentation and it is hoped that the responses will have been received to enable a decision to be taken on the next steps at the March Council meeting. Following receipt of tenders a consultation exercise for the public will be organised to enable them to comment on the final proposals.

**12. Dates for Meetings 2025/26**

The Chair had asked if the Annual Parish Assembly (Community Engagement event) date could be changed as it was in the Easter holidays and he was unavailable and felt his presence was essential. Following a discussion it was agreed to move it to the same date as the Annual Meeting of the Parish Council on 6<sup>th</sup> May with the Council meeting taking place at 6 p.m. with the 'Community Engagement Event' being scheduled for 7 p.m. The clerk would publish the revised dates and send invites to all Councillors.

**13. Report by Chair of the Council**

The Chair made mention that he and Gemma Hindson, Executive Manager of BECT, had been having regular monthly meetings focussing on governance and organisational matters with regard to moving the Trust forward. They were looking at priorities programmes for projects and had put together a group of staff and Trustees to develop plans further.

**14. Report by the Clerk**

The Clerk made mention the upcoming closure of Church Lane, Barnham and potential issues with Hill Lane and diversion routes. WSCC had confirmed that access for residents would be maintained.

**15. Date of Next Parish Council Meeting**

Tuesday 11<sup>th</sup> March 2025 at 7.30 p.m. at Barnham Community Hall.

**The meeting closed at 9.10 p.m.**

**Signed by: .....**

**Chair, Barnham and Eastergate Parish Council**