



**BARNHAM AND EASTERGATE PARISH COUNCIL MEETING  
HELD ON TUESDAY 27<sup>th</sup> JANUARY 2026 AT BARNHAM COMMUNITY HALL**

**Present:** Chris Allington (CA), Phil Cramp (PC), Chris Wells (CW), Ray Coggin (RC), Andrew Crawford (AC), John Robinson (JR), Heather Kilroy (HC), Andrea Rainger (AR), Simon Parkin (SP) and Sue Wallsgrove (SW).

**In attendance:** Nina-Maria McMaster (Interim Clerk, Assistant Clerk - Community): Gemma Hindson (Interim RFO, Assistant Clerk, Planning): Linda Cranfield (Admin): 3 members of the public.

**1. Open Public Session**

A member of the public raised concerns regarding blocked drains and gullies on roads in Barnham and Eastergate.

Renford Marsden provided feedback about recent contact with the War Memorial Trust in relation to the Eastergate War Memorial. They advised that we were not to proceed with cleaning the war monument due its Grade II listed status. Concerns were that cleaning would cause further damage. Renford advised that a maintenance cleaning programme of the names on the memorial which were damaged would be produced and sent to the clerk.

**2. Apologies**

Penny Wycherley (PW) and Rob Bates (RB).

**3. Declarations of interest**

Members were 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.

No declarations of interest were declared.

**4. County Councillor, District Councillor and PCSO Reports**

Trevor Bence (WSCC County Councillor) provided an update about blocked drains and gullies. He advised that WSCC had recently cleared gullies on Barnham Road.

Sue Wallsgrove (ADC District Councillor) advised that Southern Water would be undertaking improvement works to drains and surface water drainage in Barnham soon. It was also mentioned that Southern Water were planning to hold a public meeting regarding the works at Barnham Community Hall within the next 6 weeks.

No PCSO was present or report received.

**5. Minutes of the Full Council Meeting held on 16<sup>th</sup> December 2025 – for approval**

**Resolved:**

**That the minutes of Barnham & Eastergate Parish Council meeting held on Tuesday 16<sup>th</sup> December 2025 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 up until 31<sup>st</sup> December 2025 together with a note highlighting the key payments made. All payments were **noted** with no issues raised.

**6.2** The Clerk had circulated a summary of the financial position as of 31<sup>st</sup> December 2025. No issues of concern were raised and the content was **noted**.

**Resolved:**

- 1. To note the payments up until 31<sup>st</sup> December 2025.**
- 2. To note the current financial position of the Council.**

**7. Approval of Budget and Precept for 2026/27**

The Clerk had circulated a paper and draft budget with the meeting agenda.

**7.1** To consider and approve the budget for 2026/27

**7.2** To approve the level of Precept for 2026/27 to be requested from ADC

A short discussion took place that reflected on the longer discussion held at the December 2025 meeting.

**Resolved:**

- 1. To approve the budget for 2026/27.**
- 2. To approve the level of Precept for 2026/27 to be requested from ADC.**

**8. Use of WhatsApp in the Parish Council**

Following discussion, it was agreed that the Clerk would approach Process Matters for a proposed policy relating to the use of WhatsApp which the Council would consider at a future meeting.

**9. Planning & Environment Committee**

The Chair of the Committee reported that there had been a meeting in January. Several private household applications had been submitted, for which the committee had shown no objections. It was noted that The Amicus Society/Plymouth Brethren had submitted an application for change of usage of the former Croft Surgery in Eastergate.

**10. Community Facilities in the Parish**

Nina Maria McMaster (Interim Clerk/Assistant Clerk – Community) reported that both halls had been very busy with events. It was also reported that the Eastergate Pavilion experienced burst water pipes this month and the building was closed whilst works were completed.

**11. Working Party Updates**

**11.1 Community Resilience Team (Ray Coggin)**

Ray Coggin reported that resilience team documentation had been combined into one document for ease. He advised the team had regularly tested equipment and are looking for new team members. He reported that investigations for storage equipment would be sought at a second location nearby. Plans to hold a desktop exercise with WSCC were ongoing and further free first aid training was to be scheduled.

**11.2 People, Places and Spaces Working Party (Penny Wycherley)**

No report submitted.

**11.3 Communications Working Party (Simon Parkin)**

Simon Parkin reported that the annual newsletter had been produced and delivery to households in the Parish had already begun. Copies were also available at both halls.

**11.4 Meeting of joint Working Group PC and Trust Community and Infrastructure Work Group (Chair)**

Chris Allington (Chair, BEPC) reported that the Community and Infrastructure Projects Working Group was run as a working group of BECT and has representation from BEPC. It was discussed and agreed that this would become a joint working group of BEPC and BECT. The Terms of Reference for the group would be updated to reflect this. In future, the working group would provide an update to this meeting.

**12. Dates for Meetings 2026/27**

The Council **agreed** to the list of dates for Full Council and Planning & Environment Committee.

**13. Outside Body Meetings**

To receive brief reports by reps on the following groups:

**13.1 Bus Shelter Working Party (Penny Wycherley/Nina-Maria McMaster)**

Nina-Maria McMaster reported that funding had now been received from WSCC, and the order for the bus shelters had been placed. Installation would be dependent on delivery lead time and weather.

**13.2 Update on Men's Shed Project at Eastergate Village Hall**

Nina-Maria McMaster reported that an architect was working on proposed plans for a structure to host a Men's Shed at Eastergate. The architect would provide different options for consideration. This project would also interlink with the Veterans Breakfast Meetings due to commence in April at which a Welfare Officer would be in attendance.

**14. Update on Projects**

**14.1 Murrell's Field (Gemma Hindson/James Roberts)**

Gemma Hindson reported that the field continued to be closed to allow the grass to grow. An interim site visit from the Grounds Maintenance Association had been arranged and the handover and reopening of the field was likely to be in May 2026.

**14.2 Station project (James Roberts)**

James Roberts (Project Coordinator for Barnham and Eastergate Community Trust) reported that the project was progressing, a site visit had been undertaken by a structural engineer, and quotes had been obtained for utility surveys of the area. Once completed, a building specification and tender would be produced.

**15. Poplar trees on Murrell's Field**

Gemma Hindson reported that a felling licence from the Forestry Commission had been approved, a request for quotation document would be produced and three quotes would be sought.

**16. Communications from Residents**

**16.1 Church Lane, Barnham flooding issues**

Nina-Maria McMaster reported that a resident from Church Lane had contacted the Council concerned about water run-off from Murrell's Field.

**16.2 Salt bin - Cob Lane, Fontwell**

Nina-Maria McMaster reported that a resident from Cob Lane contacted the Council regarding icy conditions in the housing development and that the salt box on site was empty.

**16.3 Dog waste bins**

A resident has requested a dog waste bin for a housing development within the Parish. Nina-Maria McMaster was liaising with Arun District Council.

**16.4** An email was received on Tuesday 27<sup>th</sup> January from a resident regarding Marshall Close for which a response would be sent.

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

Nothing to report.

**18. Report by Clerk**

Nothing to report.

**19. Date of Next Parish Council meeting**

The next meeting of the Parish Council will take place on Tuesday 10<sup>th</sup> March 2026.

The meeting closed at 9:15pm.

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

**Chair, Barnham and Eastergate Parish Council**