



**BARNHAM AND EASTERGATE PARISH COUNCIL MEETING  
HELD ON TUESDAY 10<sup>th</sup> MARCH 2026 AT BARNHAM COMMUNITY HALL**

**Present:** Chris Allington (CA), Chris Wells (CW), Ray Coggin (RC), Andrew Crawford (AC), John Robinson (JR), Heather Kilroy (HC), Andrea Rainger (AR), Rob Bates (RB) and Sue Wallsgrove (SW).

**In attendance:** Nina-Maria McMaster (Interim Clerk, Assistant Clerk - Community): Gemma Hindson (Interim RFO, Assistant Clerk, Planning): Linda Cranfield (Admin): no members of the public.

**1. Open Public Session**

No members of the public were present.

**2. Apologies**

Penny Wycherley (PW), Simon Parkin (SP) and Phil Cramp (PC).

**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**

No County Councillor or PCSO were present and no reports were received.

Sue Wallsgrove (ADC District Councillor) provided an update on local government reorganisation and upcoming changes to the planning system. SW advised that she had asked for an update from Southern Water regarding the public meeting that was postponed in February.

**5. Minutes of the Full Council Meeting held on Tuesday 27<sup>th</sup> January 2026 – for approval**

**Resolved:**

**That the minutes of Barnham & Eastergate Parish Council meeting held on Tuesday 27<sup>th</sup> January 2026 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 3<sup>rd</sup> March 2026 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 3<sup>rd</sup> March 2026. No issues of concern were raised and the content was **noted**.
- 6.3 To appoint Smithe & Co as the internal auditor for the 26/27 accounts
- 6.4 To appoint Smithe & Co as the payroll provider for 26/27

**Resolved:**

- 1. To note the payments up until 3<sup>rd</sup> March 2026.
- 2. To note the current financial position of the Council as of 3<sup>rd</sup> March 2026
- 3. To appoint Smithe & Co as the internal auditor for the 26/27 accounts
- 4. To appoint Smithe & Co as the payroll provider for 26/27

**7. Planning & Environment Committee**

**The Chair of the Planning & Environment Committee, Chris Wells, provided a verbal update**

**8. Community Facilities in the Parish**

Nina Maria McMaster (Interim Clerk/Assistant Clerk – Community) reported that both halls had been very busy with events. NM informed the council that during Village Halls Week; 16<sup>th</sup> – 20<sup>th</sup> March, V2 Radio are to broadcast their breakfast show from Eastergate Village Hall on the Tuesday Coffee Morning. A new Repair Café had been launched (also at Eastergate Village Hall) and had been very successful. NM also advised that the Eastergate Sports Pavilion had now re-opened following the recent flooding due to a burst pipe.

**9. Working Party Updates**

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

Ray Coggin reported that the volunteer team deployed last month to the Barnham area where there was significant flooding after heavy rainfall. RC also raised concerns regarding the proposed extinguishment of public footpath 325 by Network Rail. Following a discussion with all Councillors, it was **agreed** unanimously that the Council will submit a formal objection response to the consultation. It was also **agreed** unanimously that the council will become a member of the Open Spaces Society. The clerk was asked to draft a response and pursue joining the society.

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

No report submitted.

**9.3 Barnham Road Project – Andrew Crawford**

Nothing to report.

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

Chris Allington (Chair) congratulated the working party on the recent newsletter and communications to the parish.

## **10. Outside Body Meetings**

To receive brief reports by reps on the following groups:

### **10.1 Meeting with WSCC Highways regarding Barnham Road – Andrew Crawford/Nina-Maria McMaster**

Andrew Crawford provided a verbal update following a recent meeting with the WSCC Highways Team in relation to improving the safety of Barnham Road. It was a positive meeting and had given the working group further information to explore.

## **11. Update on Projects**

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

Gemma Hindson provided a verbal update on the progress of the field improvement works. An independent site inspection had been completed on 6 March 2026 by the Grounds Maintenance Association. GH reported that following this inspection, the GMA had provided a couple of recommendations for additional works for which costs will be explored.

### **11.2 Murrell's Field Master Plan (James Roberts)**

A written report had been circulated prior to the meeting, detailing a number of improvement projects for Murrell's Field community facilities. James Roberts, Project Coordinator for Barnham and Eastergate Community Trust, answered questions from Councillors regarding this report. JR provided a second report regarding the Council's CIL monies and a proposed CIL funding strategy for the Council to consider.

#### **Resolved (11.2):**

- 1. In principle the council agreed the funding strategy for Murrell's Field master plan.**
- 2. The council agreed the community engagement plan and to showcase plans to receive feedback from residents of the Parish.**

### **11.3 Station project (James Roberts)**

James Roberts, Project Coordinator for Barnham and Eastergate Community Trust, reported that underground utility surveys had been completed and the information from these are positive in terms of the project design plans. JR reported the Architect for the project had estimated that the project will be ready for tender in approximately 4-6 weeks.

## **12. Poplar trees on Murrell's Field (Gemma Hindson)**

Gemma Hindson, Assistant Clerk – Planning, reported that Request for Quotation documents had to be sent to three contractors and the receipt of these completed documents is awaited.

## **13. Annual Parish Assembly – Tuesday 7<sup>th</sup> April (Nina-Maria McMaster)**

Nina-Maria McMaster, Interim Clerk, reminded everyone of the Annual Parish Assembly, on Tuesday 7 April 2026 at 7pm.

**14. Communications from Residents**

Nina-Maria McMaster, Interim Clerk, provided a verbal update on some of the correspondence the Council had received from residents recently.

- 14.1** Church Lane, Barnham flooding issues – several emails
- 14.2** Damage to residents' property by masked intruders in Church Lane, Barnham
- 14.3** Marshall Close – several emails
- 14.4** Parking in Goodacres
- 14.5** Damage to War Memorial pavement area – several emails
- 14.6** Noise of tankers at night under Barnham Bridge
- 14.7** Parking of tankers in Barnham Road – several emails

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

Chris Allington, Chair, reported that he had been liaising with West Sussex County Councillor Trevor Bence, regarding section 106 funds ringfenced by West Sussex County Council for highways work. The chair reported the reason for this communication was to explore whether any of this funding could be utilised to improve highways in Barnham and Eastergate.

**18. Report by Clerk**

Nothing to report.

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

The next meeting will take place on Tuesday 28<sup>th</sup> April 2026. This meeting will be the Annual Meeting of the Parish Council.

*The meeting closed at 21:37hrs.*