



**MINUTES OF BARNHAM AND EASTERGATE PARISH COUNCIL MEETING
HELD ON TUESDAY 14th JANUARY 2020 AT BARNHAM COMMUNITY HALL**

Present: Chris Allington (Chair): Dick New (Vice-Chair): Paul Ayling: Rob Bates: Terry Bedford: Phil Cramp: Andy Earwaker: Heather Kilroy: David Phillips: John Robinson: Ella Simmons: Isabel Thurston:

In attendance: Alison Crabb (Clerk): Nina McMaster (Assistant Clerk): County Councillor, Derek Whittington: One member of the public:

- 1. Open Public Session – No issues raised.**
- 2. Apologies – Sue Wallsgrove:**
- 3. Declarations of Interest**
None declared at this point on the agenda.
- 4. County and District Councillor Inputs**

County Councillor, Derek Whittington, was present and reported on a few issues of interest including County Council budget discussions were currently taking place and a public Cabinet meeting would be held; Angels Nursery site highways comments have been submitted to the recent planning application; arrangements had been made for the repainting of the various parking lines in the centre of the village, which will assist with future enforcement. David Phillips asked if DW could confirm the ownership of the land behind the railings of the railway car park. CJA asked for assistance from DW in respect of potential library service provision at Eastergate Village Hall.

Isabel Thurston, in her role as District Councillor, mentioned that ADC had sent a supportive response to the recent Transport for the South East consultation, with the main hope being better public transport in the area in the next 5 years. She also mentioned the Climate Change agenda approved by ADC and asked how the Parish Council could be involved. It was agreed to build something into the Annual Parish Assembly meeting which was confirmed for 14th April. ADC's consultation on the proposed Design Guide has opened and it was agreed that DP would make a representation on behalf of the Council but sought comments in advance from Councillors and a discussion would be held at the Planning & Environment Committee on 19th February, prior to submission to meet the 21st February deadline.

- 5. Minutes of the Full Council meeting held on 3rd December 2019**

Resolved: That the minutes of Barnham & Eastergate Parish Council meeting held on Tuesday 3rd December 2019 be approved as an accurate record of the meeting and be signed by the Chair of the Council.

6. Finance

- 6.1.** The Clerk circulated a list of payments made since the last meeting. All payments were **noted** and no issues were raised.
- 6.2** The Clerk had circulated copies of the end of Quarter 3 accounts. The latest financial position was **noted** and no issues were raised.

Resolved:

- 1. To note the payments that had been processed since the last meeting.**
- 2. To note the financial position of the Council as detailed in the end of Quarter 3 accounts.**

7. Approval of Budget and Precept for 2020/21

The Clerk had circulated a paper to aid discussion on approving a budget and precept level for the Council for 2020/21. Following discussion at the last meeting of the Council and a working party meeting held following that meeting the budget had been drawn up with 3 options for consideration.

Option 1 – a budget based on business as usual requirements + 3% increases but with no increase in the level of precept request. This would result in a £5k deficit and the option would be to increase the precept by about 8% (£51.45 to £55.48 per band D household Council Tax payment) to cover that deficit.

Option 2 – a budget based on the Council's approved strategic objective of building up reserves over the next 4 years and to cover some additional purchases/improvements. This would require a precept request of £123,966 (£51.45 to just over £59 per band D household Council Tax payment).

Option 3 – a budget based on no increase to the precept or Council Tax payments would require the Council to fund the £5k deficit from reserves.

A short discussion took place where it was noted that the Parish Council costs to the residents still represented excellent value for money, even at an increase of precept to the higher level. The anticipated increase in the Tax Base due to recent housing development completions had not been forthcoming. The Council was keen to invest in the Parish with funding being included for potential improvements to the playgrounds and some investment in looking at road safety issues, such as speeding within the Parish. The Council also wished to build up reserves to enable it to look at having funds available to potentially resist future developments in the Parish above those already being identified following ADC's Local Plan approval.

The Council agreed Option 2 to approve a precept of £123,966 and that sum would be requested from ADC. Whilst this represented the largest increase in Council Tax the figure was still below the average figure across the country.

Resolved:

- 1. To approve the 2020/21 level of precept at £123,966 (just over £59 per Band D household)**
- 2. To approve the 2020/21 budget based on the figures presented that resulted in the precept approved.**

3. The Clerk to inform ADC of the approved Precept figure.

8. Planning & Environment Committee

- 8.1** The Council **noted** the minutes of meeting of the Planning and Environment Committee held on 19th November. In the absence of the Chairman the Clerk and Vice-Chair informed the Council that they had considered a planning application BN/128/19 in respect of proposals for a 70 bed residential home and 14 assisted living bungalows at land adjacent to Highfield House, Yapton Road, Barnham. The Committee had approved the submission of an objection to the application based on Neighbourhood Plan policies and ADC policies related to such facilities. In addition the objection would make reference to the loss of the gap between the villages of Barnham and Yapton, the potential increase in traffic levels at all times of day, the impact of the need for lighting, the distance from local amenities and the lack of sufficient public transport.

The Committee sought the Council's support to submission of the objection and the grounds for that objection as they had previously received a presentation on the proposal in October last year.

Following a discussion the Council agreed to support the proposed objection and agreed that an additional para as follows be included in case ADC were minded to approve the application:

Despite this Parish Council's strong objection on policy grounds, should ADC be minded to approve the application, the Council would wish to see mitigation measures included as enforceable conditions on the developer. These would include funding the widening of the footpath as far as feasibly possible in the vicinity of the application; and to also provide financial support for community facilities in the area in addition to CIL payments.

Resolved: To support the Planning & Environment Committee in submitting an objection to Planning Application BN/128/19 with the addition of a para in respect of ADC considering approval of the application.

- 8.2** David Phillips reported that good progress was being made on the Review of the Neighbourhood Plan. A Design Guide was being worked up; the drainage group was going to be reconvened and a public exhibition was being planned for the end of March to give residents the ability to look at the proposed revised policies. The Council recognised the excellent work being done and passed on their thanks to the Group.

9. S106/CIL Funding for Community Facilities

The Chair led a discussion on recently circulated papers relating to community facilities requirements in the Aldingbourne/Barnham & Eastergate Parishes from the proposed Strategic Site. The discussion centred on a recent independent document prepared on behalf of ADC by AiRS (Action in Rural Sussex) on community facilities requirements in our Parishes and compared that report with a previously prepared report by the Parishes in 2019. A paper prepared by ADC setting out a S106 calculation formula for contributions towards Community facilities was also discussed. Two recommendations were considered and agreed as follows:

Resolved

- 1. That we accept the AiRS report (subject to no material change in the next version) and update our policies accordingly. This report will then form the evidence base (community need) when developers try to negotiate their S106 liabilities.**

2. **That we accept the S106 formula for community buildings. It exceeds our original request albeit falls short if the AiRS total is used. Our priority should be to get the formula agreed by developers and embedded in S106 agreements ASAP as we are currently getting nothing.**
3. **A letter will now be sent to ADC on behalf of this Parish and Aldingbourne Parish confirming acceptance of both the AiRS report and the funding formula.**

10. Reports on various Outside Body Meetings and other meetings events attended since the last meeting

No relevant meetings had taken place since the last meeting.

11. Community Facilities in the Parish

11.1 Eastergate Village Hall - Nina McMaster gave a brief update on successful Christmas Day and New Year events and was able to report the Hall continued to thrive with a current bank balance of over £18,000

11.2 Eastergate Pavilion - Nina McMaster reported no issues with the Pavilion and was pleased to report that Barnham Trojans use of the field and Pavilion for the winter season was proving a great success.

11.3 Barnham Community Hall -Terry Bedford reported that the end of the current financial year for the Hall had just passed and the bank balance stood at a health £80,000. The Hall continued to thrive with excellent use being made of the building by over 23 regular users together with many private hires. The bookings for 2020 were already plentiful, including 6 wedding receptions and hopefully, provided WSCC approve a licence, the first wedding will take place later this year.

12. Emergency Team for the Parish

Dick New had circulated in advance of a meeting an exchange of emails he had had with Middleton Parish Council in respect of looking at a more joined-up approach to Community Resilience.

A discussion took place where it was agreed that whilst joining up with neighbouring Parishes could prove useful there was still a very strong need to ensure that there was a local group of volunteers available to react as a first response team to any local emergencies. David Phillips mentioned that at the moment he knew he could call on certain people, but it was agreed that there was a need to recruit more volunteers and message would go out in the newsletter seeking such volunteers to come forward. Nina McMaster had also been in touch with the Eastergate Cricket Club and they were keen to assist, but further discussions would be required.

In terms of the Middleton Parish Council offer it would appear that the next step would be for reps from the Parish Council to agree to attend a meeting of Councils in the Spring to look into any joined-up working proposal further and David Phillips, Dick New and Phil Cramp agreed to attend and Dick New **agreed** to relay this information to Middleton.

Resolved: Dick New to liaise with Middleton in respect of attendance at a meeting in the Spring and further discussions to be held with Eastergate Cricket Club

13. Communications

The Clerk, with support from Rob Bates, updated Council on the latest position in respect of production of the first Parish Council Community Newsletter. All articles had been drafted but would require significant editing in order to get everything in. Nina McMaster had been in discussions with ADC who apparently prepare and print newsletters for Parish Councils and for a very reasonable cost will produce a 6 page newsletter and print 3000 copies for us with a timeline of 2 weeks from start to finish once they have the approved text. The plan was to have the first two pages focusing on the Parish Council specific items e.g. housing, precept, litter picking, emergency team, the Council itself. Two centre pages will focus very much on what goes on at the two Community Halls with photos and there will then be a page devoted to the work we are doing on isolation etc and a final page that will be a directory of what goes on where. It is hoped to have the newsletter ready for circulation by mid-February. A draft will be circulated to all Councillors but mainly for agreement not for major changes.

14. Correspondence Items

No issues to discuss under this item

15. Report by Clerk

No issues to report that hadn't been covered during the meeting.

16. Proposed Calendar of Meetings for 2020/21

A calendar of proposed dates for both Full Council and Planning & Environment Committee were circulated and agreed. In particular it was noted that the Annual Parish Meeting (not the Council meeting) would take place on Tuesday 14th April and an outline programme for the meeting would be discussed at the next meeting.

17. Date of Next Parish Council Meeting

The next meeting of the Parish Council was confirmed as Tuesday 3rd March 2020 at 7.30 p.m. at Barnham Community Hall.

At this point the Chair closed the meeting to the public as it was RESOLVED that Pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 because of the nature of the business to be transacted the public and press leave the meeting during consideration of all items within Part Two of the Meeting

PART II

- 18. To agree the award of a contract to provide Architect and QS services for projects at Eastergate Village Hall and Eastergate Pavilion.**

The Chair informed the Council of the process that had been undertaken using the Public Sector OJEU guidelines. The result of the process was three quotes were received, which were then evaluated using various indicators and the result was that the recommendation to the Council for approval was to award the Contract to The Seaman Partnership.

Resolved: To award the contract to The Seaman Partnership to provide the Architectural and QS services for building projects at Eastergate Village Hall and Eastergate Pavilion

The meeting closed at 9.30

Signed by:

Chair, Barnham and Eastergate Parish Council