



## **Minutes of the Meeting of Billingshurst Parish Council**

**Wednesday 5 January 2022**

**7.30pm**

### **Present**

Cllrs Paul Berry (Chairman), Graeme Acraman, Edna Bengner, Sandy Duck, James Marchant, Ken Peters, Caroline Beresford Pratt, Doug Waller and Sarah Wilson.

### **In attendance**

G Burt, Clerk to the Council  
Toby Gray, WS Fire & Rescue Service  
County Cllr Amanda Jupp  
District Cllr Nigel Jupp  
2 Members of the Public

### **01/22 Chairman's Announcements.**

The Chairman commented:

1. Of the COVID precautions in place.
2. That the meeting was being streamed to the internet.
3. That Cllrs wishing to speak should raise their hand and speak loudly and clearly.

The Chairman explained that because of the Covid Pandemic, many of the projects in which the Council is involved had understandably taken longer than expected, especially as many of the companies and other organisations the Council is having to work with have suffered the same inconveniences. However, there are some positive updates this evening:

- Plans for the traffic calming consultation process will be available to view online via the Council's website from 17 January and the Chairman encouraged everyone to visit the site and submit their comments to the consultation. Plans will also be on display at the Billingshurst Centre on Wednesday 2nd February between 2pm - 7pm.
- Building work on 83a High Street is complete and the Council is awaiting an official opening date for the Youth facility.
- The Council will be looking at further consultation regarding the design for the new skate park at Jubilee Fields to take place as soon as possible.
- As Councillors will be aware, the Parish Council does provide dog bins at the majority of its public open spaces. The Council has also often in the past tried to encourage other landowners to provide bins. The Council has received confirmation today, from the management company of Amblehurst Green, that thanks to the efforts of local residents, some dog bins will be provided in areas that fall within the responsibility of the management company.

- The Chairman thanked everyone involved in organising the Christmas Fayre held on the 4th December for all their hard work, and for making the day such a resounding success Particular thanks was given to Sarah Meyer & Sarah Newell.

**02/22 Apologies for Absence.**

Apologies for absence were received from Cllrs Phillip Day, Craig Gale, Dave Homer and Roy Margetts due to prior engagements. On the proposal of Cllr Paul Berry, seconded by Cllr Doug Waller, **RESOLVED** that the apologies and reasons given be accepted.

**03/22 To Receive Declarations of Interest and consider any requests for a dispensation.**

None.

*Adjournment for*

**04/22 Presentation by West Sussex Fire & Rescue Service on proposals for its Community Risk Management Plan, Group Manager Toby Gray.**

Toby Gray explained the 6 main points of WS Fire & Rescue Service's new Community Risk Management Plan, upon which they were consulting. Following a question and answer session, Toby encouraged as many people as possible to make their views known.

**05/22 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).**

Tim Fulsham was leading a project to reconfigure the inside of St Mary's Church so it could be used for more community activities. He hoped the Parish Council would in due course be able to support the scheme in some way.

**06/22 Reports from:**

- a. County Councillor Mrs Amanda Jupp reported that she was hoping highway gullies could be emptied more often to help alleviate flooding. Please let her know of any requiring attention.
- b. District Cllr Nigel Jupp reported on recent Leadership and Cabinet changes at HDC. The new Leader had strong views on, and was working hard to get housing targets set by central government lowered. HDC's revenues would be likely to suffer with reduced use of car parks during the more recent Covid restrictions. He felt that BPC could have been more active as per other Parishes, when it came to getting variations on S106 agreements when opportunities arose. The Chairman and Clerk gave examples which showed that BPC had tried to be active but had been thwarted by HDC.
- c. Council Representatives on Outside Bodies.  
Cllr Graeme Acraman reported on a recent HALC / HDC meeting, focusing on the Local Plan and *Water Neutrality*.

*Resume Meeting*

**07/22 Approval of the Minutes of the Meeting held on 3 November 2021.**

The draft minutes of the meeting held on 3 November 2021, previously circulated were taken as read. On the proposal of Cllr Ken Peters, seconded by Cllr Caroline Beresford Pratt, **RESOLVED** that the minutes be accepted and signed as a correct record accordingly, subject to

- i. the addition of *also* after East, Min 103/21 para. 7.
- ii. 3-form to read 2-form, Min 111/21.

**08/22 Matters Arising – that are not separate agenda items.**

None.

**09/22 To consider RECOMMENDATIONS**

- a) **From the Finance and General Purposes Committee of 15 December 2021 to approve a revenue Budget of £554,115 for 2022-23.**

On the proposal of Cllr Paul Berry seconded by Cllr Ken Peters **RESOLVED** to approve a revenue budget of £554,115 for 2022-23.

- b) **From the Finance and General Purposes Committee of 15 December 2021 to approve a Precept of £444,735 for 2022-23.**

On the proposal of Cllr Paul Berry seconded by Cllr Ken Peters **RESOLVED** to levy a precept £444,735 for 2022-23 upon HDC accordingly.

**10/22 To receive Minutes as approved by the following Committees:**

- a) On the proposal of Cllr Doug Waller seconded by Cllr Caroline Beresford Pratt, **RESOLVED** that the minutes of the Planning & Environment Committee meetings of 14 October and 4 November 2021 be received.
- b) On the proposal of Cllr Ken Peters seconded by Cllr Graeme Acraman that the minutes of the F&GP Committee meeting of 27 October 2021 be received.
- c) On the proposal of Cllr Graeme Acraman seconded by Cllr Sarah Wilson **RESOLVED** that the minutes of the Property Committee meeting of 15 September 2021 be received.

**11/22 To review appointments to committees etc.**

On the proposal of Cllr Paul Berry seconded by Cllr Graeme Acraman, **RESOLVED** the appointments as set out in Appendix A, including disbandment of the East Street Traffic Calming and Local Plan Working Parties.

**12/22 Neighbourhood Wardens - to receive Wardens' Report for October and November.**

NOTED.

**13/22 To receive a verbal update from the Platinum Jubilee Working Party.**

In the absence of Cllr Barry Barnes, the Clerk reported. The Working Party had met several times, and a modest program was coming together, with each element being led by a local community group and was largely self-funding.

NOTED

**14/22 Any other matters for information only.**

None

**15/22 Date of Next Meeting – 2 March 2022.**

*Meeting finished at 8.48pm*

**Chairman**

**Date**

BILLINGSHURST PARISH COUNCIL	
COMMITTEES, WORKING PARTIES AND REPRESENTATIVES ON OUTSIDE BODIES	
2021-22	
(The Council has set the max. membership for Committees to 10 members.)	
<b>COMMITTEES</b>	
Planning & Environment	EB, GC, <b>DH</b> , JM, CBP, SW, <b>DW</b>
Property	<b>GA</b> , BB, PB, <b>SD</b> , DH, RM, CG
Finance & General Purposes	GA, BB, EB, PB, DH, RM, <b>KP</b> , CG, PD
Working Practices	PB, DH, RM, <b>DW</b> , SW, CG
Billingshurst Centre	GA, <b>KP</b> , <b>SW</b> , SD, CG, PB
Complaints (5 members Max)	PB, SD, RM
Complaints Chairman	<b>SD</b>
<b>WORKING PARTIES</b>	
Neighbourhood Plan	GA, SD
Emergency Planning	GA, EB, SD
Internal Audit	GA, DH, RM, PD
Youth Liaison	RM, SW, CG
Jubilee Skatepark WP	BB, PB, DH, CG
Traffic Calming	PB

*Bold indicates Chairman/Vice Chairman*

REPRESENTATIVES ON OUTSIDE BODIES	
Allotments Society	EB
B'hurst Sports & Recn. Assn. (BSRA)	CG
Friends of Station Road Gardens x1	BB, SD
HALC (H'ham Assn Local Cels)	GA + SD
N'hood Warden Steering Group x2	GA, SD, PB, Clerk
Public Art Steering Group	Clerk
SPD Working Group	SD + Clerk
Trustee of Adversane Hall x1	SD
Trustee of Dauxwood Pre-School x1	SD
West Sussex Association Local Councils (WSALC) AGM x2	SD, GA
Youth Council	
B'hurst Flood Action Group	

Updated 05/01/2022