



**Minutes of a Virtual Meeting of the Parish Council
Wednesday 2 September 2020
7.30pm**

Present, via ZOOM.

Cllrs Paul Berry (Chairman), Graeme Acraman, Barry Barnes, Edna Benger, Garry Commins, Sandy Duck, Craig Gale, Alan Grant, Roy Margetts, Jon Perks, Ken Peters, Mary Wild and Sarah Wilson.

In attendance, via ZOOM.

G Burt, Clerk to the Council
Cty Cllr Mrs Amanda Jupp
Dis Cllr Nigel Jupp

63/20 Chairman's Announcements.

The Chairman reported that he received some feedback after the last meeting that he had not necessarily always called upon Cllrs to speak in the order they asked. He advised he did try to call upon Cllrs who have not yet spoken on a subject in order to give all Cllrs the opportunity to contribute.

64/20 Apologies for Absence.

Apologies for absence were received from Cllr Dave Homer (prior engagement). On the proposal of Cllr Paul Berry, seconded by Cllr Ken Peters, **RESOLVED** that the reason given be accepted. Apologies were not received from Cllr Sue Rogers, contrary to Standing Order number 1u.

65/20 To Receive Declarations of Interest and consider any requests for a dispensation.

None

Adjournment for

66/20 Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).

The public had been offered the opportunity to either join the meeting to ask a question or have the Clerk read out a question submitted in advance. No such requests or questions had been received.

67/20 To receive written reports given in advance from District and County Cllrs, and for them to take resulting questions.

District Cllr Nigel Jupp reported that he had reservations about HDC's plans for a temporary rearrangement of the Library Car park to accommodate a temporary market. He had also made his views known to the CE at HDC on the letter sent by the Parish Council relating to Cedars Orchard.

County Councillor Mrs Amanda Jupp reported:

- *Blue Badge parking permit holders are being asked to check their badges' expiry dates and, if these are approaching or already expired, apply for a renewal as soon as possible.*
- *Following the start of the COVID-19 crisis and Government advice, the County Council advised permit holders of a relaxation to the rules: that District and Borough councils in West Sussex should not issue penalty charges for using badges with an expiry date from 1 January 2020 to 30 September 2020. This relaxation will end on 30 September 2020 and anyone using an out-of-date badge after this date may receive a Penalty Charge Notice (PCN) or other enforcement action. Please go to www.westsussex.gov.uk/bluebadge for information on how to apply. As there is limited capacity for dealing with post, please apply online if possible. However, if this is not an option, those renewing are advised to get in touch by calling 01243 777653.*
- *In the 14 days between 17th to 30th August, 105 people in West Sussex tested positive for the coronavirus. This has increased over the last month - 51 people tested positive over the 14 day period from 4th to 17th August. Almost a third of all people testing positive during this period were residents of Mid Sussex. In terms of a rate per 100,000 population over the latest 14 day period (17th to 30th August) the rate in West Sussex was 12 per 100,000, this is approximately half the national rate. The rate in Mid Sussex is similar to the national rate.*
- *There is adequate acute hospital and community bed capacity in West Sussex. Hospital discharge hubs and a combined placement team continue to operate, as well as working with the CCG to secure appropriate levels of domiciliary care, care/nursing home beds and voluntary services to support effective discharge.*
- *All 36 libraries have reopened for browsing and are offering a limited IT service. Library customers wishing to use a public computer are asked to contact the library in advance to make a booking. Spaces are limited to ensure safe social distancing in our computer areas. More information is available on [the library pages on our website](#).*
- *I have met with the Maple Road Society and are supportive of their efforts to get the Maple Road green space designated as an Asset of Community Value. I am liaising with Mike Thomas, the Area Highways Manager to help achieve this.*
- *The new spine road is still on schedule to open at the end of this year and I am again liaising with Mike Thomas of Highways to see how we can encourage through traffic to use this rather than go through the village. I will keep the Parish Council updated.*

68/20 To receive reports from Council representatives on outside organisations, plus on any training recently attended.

Cllr Craig Gale said he found the finance training to be very informative, particularly how the Council's spend was ultimately paid for by Council Tax payers.

Cllr Graeme Acraman reported that at the Charing a Virtual Meeting training, Billingshurst had been held up as a trailblazer in its streaming of meetings on Facebook and use of coloured cards to indicate wishing to speak and voting, etc.

Cllr Sandy Duck reported that good progress was being made by the BSRA in working through the tasks identified by the Council's Surveyor. Sporting activity at Jubilee Fields was increasing.

Cllr Paul Berry said at the Chairs training he attended, having *Matters Arising* and *Other Matters for Information only* on agendas was discussed. He suggested Working Practices Committee looked at this, along with Chairs of Cttees being elected at the Annual Meeting. The importance of all Cllrs being familiar with Standing Orders was also stressed.

*Resume Meeting***69/20 Approval of the Minutes of the Meetings held on 4 and 23 March, 17 June and 15 July 2020.**

On the proposal of Cllr Paul Berry, seconded by Cllr Jon Perks **RESOLVED** the approval of Minutes of the Meetings held on 4 and 23 March, 17 June and 15 July 2020, subject to the following amendments:

4 March

Jon Perks was present
Min 29/20 - to read BCP not BPC.

15 July

Min 58/20 to read 2021, not 20102

70/20 Matters Arising – that are not separate agenda items.

None

71/20 To note receipt of response from HDC regarding Land at The Cedars and consider invitation to attend meeting to discuss further, including attendees.

Horsham District Council had responded to the Parish Council's letter of complaint about the way they had managed Cedars Orchard, in which they either refute (or ignore) the many points made by the Parish. Members felt much of what they said could and should be challenged further. On the proposal of Cllr Jon Perks, seconded by Cllr Garry Commins **RESOLVED** that the Council decline the invitation to meet HDC but write pointing out the inaccuracies, inconsistencies and omissions in HDC's response. In addition the Parish would ask HDC what it was willing to provide by way of land and commuted sum to the parish by way of mitigation at the perceived loss of the Orchard site. (This being separate

to and aside from the Cedars Pond site which HDC had already said would be conveyed to the parish with a supporting commuted sum.)

72/20 To consider requesting that Land opposite 42-52 Broomfield Drive be designated as an *Asset of Community Value (ACV)*.

Residents were concerned that this land was currently being marketed for sale. Although it had a layer of protection by virtue of it being adopted highway, it had not met the criteria to be designated as a Local Green Space (LGS) under the Neighbourhood Plan. Residents considered that it met the criteria for being designated an *Asset of Community Value (ACV)*.

On the proposal of Cllr Paul Berry, seconded by Cllr Jon Perks **RESOLVED** that the Council apply to have 'Land opposite 42-52 Broomfield Drive' designated as an ACV.

73/20 To review appointments to committees, etc.

On the proposal of Cllr Paul Berry, seconded by Cllr Graeme Acraman **RESOLVED** the membership of Committees and outside appointments be amended as set out in Appendix A.

74/20 To consider making a response to the Government White Paper: *Planning for the Future*, details previously circulated.

Cllr Jon Perks, who was thanked for the considerable effort he had put into preparing a draft response to this consultation, gave an overview of the suggested response.

On the proposal of Cllr Jon Perks, seconded by Cllr Ken Peters **DEFER** approval of this response to the Planning & Environment Committee of 1st October. In the meantime, if any Cllr has any further thoughts and comments they wish to include in the Council's response, they were asked to send them direct to Cllr Jon Perks by the 17th September.

75/20 To consider proposal from Cllr Jon Perks that when physical meetings are held again in the future, that they be broadcast online in the same way that virtual meetings have been.

Cllrs had been impressed by the public engagement figures for those meetings broadcast online to date. The Clerk considered that the Council had sufficient IT resources to be able to continue to broadcast once physical meetings resume.

On the proposal of Cllr Jon Perks, seconded by Cllr Paul Berry **RESOLVED** that when physical meetings are held again in the future, they be broadcast online.

76/20 To consider proposal from Cllr Paul Berry: To arrange a meeting between the Clerk, Chairman and Neighbourhood Wardens with senior police officers to discuss anti-social behaviour in Billingshurst and to encourage the police to have a more regular presence in the area.

Cllrs had been concerned about an increase in anti-social behaviour in recent weeks; they felt there was an absence of visible policing in the parish, particularly in the evening. It

was reported that the PCSO for the area was often called away to other areas. Previous meetings with the Police had been quite productive. The Neighbourhood Warden would be making a similar request for more policing in the parish, including that the PCSO be based in the Police Office in the Centre. On the proposal of Cllr Paul Berry, seconded by Cllr Ken Peters **RESOLVED** that the Clerk arrange a meeting between the Clerk, Chairman and Neighbourhood Wardens with senior police officers to discuss anti-social behaviour in Billingshurst and to encourage the police to have a more regular presence in the area. (Cllrs Ken Peters and Craig Gale were also keen to attend if possible.)

77/20 To receive Wardens' Reports for March-August.

NOTED. Members appreciated the comprehensive reports.

78/20 Any other matters for information only.

- a) Cllr Jon perks reported that:

Walking and cycling routes, raised at our June meeting. My initial focus has been on shared use routes from Billingshurst village to Lordings Road, to Five Oaks, and to Coneyhurst - Adversane is not forgotten, I just haven't identified a route on which to at least begin. My introductions to various landowners have received a mixed response - some are willing to consider a scheme in principal, some have not responded at all, some do not wish to support. On the latter I would say that is entirely their choice - BPC is not in a position to require support. I did receive some feedback that intrusive actions by members of the public during the Covid pandemic has influenced the decision not to support wider public access - such as people trespassing to picnic in a field, allowing dogs to run uncontrolled to harass animals or defecate in crops, and for general littering. As was discussed in June, likely this is a minority of people and it would be unfortunate for this to hold back benefits for the majority.

Presently I have nothing definite to report and I do not wish to raise expectations falsely. When we next meet I hope I can share something more positive.

- b) Cllrs had been asked to let the Clerk have any comments on proposals to temporarily reconfigure the Library car park to host a Thursday morning local traders' market.

79/20 Date of Next Meeting – Wednesday 4 November 2020 7.30pm

Meeting closed at 8.50pm.

Chairman

Date

BILLINGSHURST PARISH COUNCIL**COMMITTEES, WORKING PARTIES AND REPRESENTATIVES ON OUTSIDE BODIES****2020-21**

(The Council has set the max. membership for Committees to 10 members.)

COMMITTEES	
Planning & Environment	GA, EB, GC , DH , JP, SW
Property	BB , PB, GC, SD, DH, RM, CG
Finance & General Purposes	GA, BB, EB, PB, AG , DH, RM, KP , CG
Working Practices	PB, AG , DH, RM, MW
Billingshurst Centre	GA, AG , KP , SW, SD, CG, RM
Flooding	
Complaints (5 members Max)	PB, SD, RM
Complaints Chairman	SD
WORKING PARTIES	
Neighbourhood Plan	SD, JP , MW
Emergency Planning	GA, EB, AG
Internal Audit	GA, DH, RM
East St Traffic Calming	PB, AG, JP
Youth Liaison	RM, MW, SW
Jubilee Skatepark WP	BB, PB, DH, CG
CCTV	PB, GC, RM, GA
Local Plan	DH, BB, JP , GA

***Bold** indicates Chairman/Vice Chairman*

REPRESENTATIVES ON OUTSIDE BODIES	
Allotments Society	EB
Adversane Traffic WP	AG, JP
B'hurst Sports & Recn. Assn. (BSRA) x4	GC, SD, CG
Fireworks	BB
Friends of Station Road Gardens x1	BB
HALC (H'ham Assn Local Ccls)	AG, GA (+ SD if possible)
N'hood Warden Steering Group x2	GA, SD, AG + Clerk
Public Art Steering Group	Clerk
SPD Working Group	SD + Clerk
Trustee of Adversane Hall x1	PB (SD reserve)
Trustee of Dauxwood Pre-School x1	MW
West Sussex Association Local Councils (WSALC) AGM x2	SD, AG
Youth Council	MW
B'hurst Flood Action Group	GA