

LOWER BEEDING PARISH COUNCIL

Minutes of the meeting held on Tuesday 25th March 2025.
The meeting was held at Holy Trinity Church Rooms, Lower Beeding.

Present: Cllrs Bamford (Chair), Allen, Mercer, Keen, Claridge, Dunckley.

Also present: The Clerk (Peter Knox), Cllr Livingstone and one member of the public.

The Chair began the meeting at 19:00 hours.

039/25 Apologies for absence: Cllrs Smith, Fitzpatrick.

040/25 Approval of minutes for:

- February 2025 Parish Council meeting.
The minutes were approved by Cllr Mercer and Seconded by Cllr Keen.

041/25 Meetings attended by Councillors.

Cllrs Keen and Claridge attended a meeting regarding the Neighbourhood Wardens initiative.

042/25 Declaration of Interests.

There were no declarations.

043/25 Report from District Councillor.

Cllr Livingstone reported the following:

Horsham District Council (HDC) Constitution - The constitution is being revised and will be presented to Council in the near future. The biggest proposed change will be the reduction to only one Planning Committee with a maximum of 15 councillors serving on it.

Council members will also be restricted from voting on applications in their ward. However, this does allow them to clearly give voice to concerns about applications without being restricted due to pre-determination rules. This change will bring HDC in line with many other authorities and the new proposed government legislation.

HDC Council Move - HDC has moved offices, we are no longer located in Parkside the new offices are located in Alberry House, Springfield Road RH12 2GB.

Local Plan – There is no update from the Housing Inspector regarding the unknown issue with the Local Plan.

Local Government Reorganisation - The West Sussex councils have submitted their draft interim plan for Local Government Reorganisation (LGR) to the Minister for Local Government and English Devolution (Jim McMahon) outlining their progress and seeking guidance on several critical issues to ensure a successful final submission in September 2025. The Government have been asked for clarification on a number of items, guidance on future District Council population size limits, funding, timelines, and the impact of the Devolution Bill.

Neighbourhood Wardens - On 21st March a frank and open meeting was held at the new council offices regarding Neighbourhood Wardens. There were representatives from four parishes including two from LBPC (feedback to follow).

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044/25 Public Adjournment

To include:

- Transport Working Party feedback – There was no TWP members present at the meeting.
- Cllrs Keen & Claridge gave an overview of their attendance at the Neighbourhood Wardens presentation. They outlined the costs and how it could work in the Parish. More information is required before the PC make a decision and a referendum would be put before the residents to have their say as there would be an increase in the annual precept.
- The Chair informed the PC that there will be a Inter-Parish Council meeting to be held at Shermanbury Town Hall on 8th April. There were four volunteers who wished to attend. Cllrs Bamford / Mercer / Keen and Claridge. As this date will clash with the scheduled Planning Meeting, it was agreed to postpone the PM until the 9th April.

045/25 Other matters arising which are not covered elsewhere on the agenda.

Updates:

- **Stonehouse Farm (SF)** – Cllr Mercer reported that a large planning application will be forthcoming for SF in the very near future.
- **Land Acquisition update** - Cllr Allen reported that he was now waiting for Emma Grundy (HDC Asset Manager) to confirm the transfer of land to LBPC.
- **Replacement heaters in Church Room** – Cllrs Bamford and Keen said they will investigate the options for the replacements and if there was a grant available from HDC to cover the cost.
- **Resignation of Cllr Scrase—Dickins** - The Clerk will arrange a Notice of Election for the vacant position on the Parish Notice Boards and on the website.
- **Internal Audit** – The audit will take place on 16th April between The Clerk & RFO (Peter Knox) and Tracey Euesdon (Approved Government Auditor).

046/25 Planning Applications

DC/25/0334 Little Sele Brighton Road Lower Beeding West Sussex

Removal of Condition 2 of previously approved application DC/06/0749 (Conversion of Coach House to provide ancillary accommodation) to allow for occupation for other purposes which are not ancillary to the residential use of the dwelling.

The Parish Council had no comments to make on this Planning Application and voted to remain Neutral.

DC/25/0335 Little Sele Brighton Road Lower Beeding West Sussex

Non-Material Amendment to previously approved application DC/06/0749 (Conversion of Coach House to provide ancillary accommodation) to remove the word 'ancillary'.

The Parish Council had no comments to make on this Planning Application and voted to remain Neutral.

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047/25 Chair's announcements.

There were no announcements.

048/25 Approval of LBPC Accounts for 2024-25

The accounts were approved by: Cllr Bamford and seconded by Cllr Allen.

See Addendum for the closing accounts for 2024-25.

049/25 Accounts status as at end of March.

Date	Accounts March 2025	AMOUNT £
Balance at 25th February 2025		
	Treasurers Account - Balance	£55,476.05
	Business Account - Balance	£10,489.73
	32 Day Notice Account	£10,493.76
27-Feb	Clerk Expenses	£229.96
27-Feb	Clerk Salary	£1,321.48
13-Mar	MAS Networks	£104.39
13-Mar	Paul Williams Tree Surgeon	£180.00
13-Mar	LBA Grant	£1,750.00
13-Mar	HDC Waste Removal	£169.00
18-Mar	Bank Charges	£4.25
25-Mar	Clerks Salary	£1,128.74
25-Mar	HMRC 4Q Payment	£1,162.17
25-Mar	Clerks Pension 2H 2025	£1,661.34
25-Mar	Clerks Expenses	£15.50
25-Mar	PCC Church Rooms payment 2H 2024-25	£360.00
	Total Costs	£8,086.83
	Business Account	
10-Mar	Interest	£8.05
	32 Day Notice Account	
20-Mar	Interest	£18.34
Balances at 25th March 2025		
	Treasurers Account - Balance	£47,389.22
	Business Account - Balance	£10,497.78
	32 Day Notice Account	£10,512.10

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050/25 Outstanding payments.

Date	Outstanding Payments	
	Total	£0.00

Date of the next meetings:

051/25 Planning Meetings –Wednesday 9th April 2025 at 7:00 pm to be held in the Church Rooms Holy Trinity Church, Lower Beeding.

Please note that the planning meetings will only take place if there are any applications to discuss.

052/25 Parish Council Meeting – Tuesday 29th April 2025 at 7:00 pm to be held in the Church Rooms Holy Trinity Church, Lower Beeding.

The meeting concluded at 20:50 hrs.

Peter Knox

Clerk to Lower Beeding Parish Council

Email: clerk@lowerbeeding.com

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Addendum

Expenditure	Precept 2024/25	April	May	June	July	August	September	October	November	December	January	February	March	Actual spend 2024/25	Budget Remaining
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL	ACTUAL		
Clerks salary	£15,500	£ 1,163.60	£ 1,300.77	£ 1,101.18	£ 1,188.45	£ 1,263.39	£ 1,213.30	£ 1,188.45	£1,392.91	£ 1,191.35	£ 1,241.48	£ 1,066.13	£ 1,128.74	£ 14,439.75	£1,060.25
Clerks pension	£3,000						£ 1,381.68						£ 1,661.34	£ 3,043.02	-£43.02
PAYE / NI	£3,000				£ 1,169.37			£ 1,216.12			£ 1,305.48		£ 1,162.17	£ 4,853.14	-£1,853.14
Internal Audit	£650		£ 175.50											£ 175.50	£474.50
External Audit	£260						£ 252.00							£ 252.00	£8.00
MAS Networks	£1,260	£ 104.39	£ 104.39	£ 104.39	£ 104.39	£ 104.39	£ 104.39	£ 104.39	£ 104.39	£ 104.39	£ 104.39	£ 104.39	£ 104.39	£ 1,252.68	£7.32
Website & Software	£80		£ 60.00		£ 279.99						£ 290.26			£ 630.25	-£550.25
Street Lighting	£200				£ 197.11									£ 197.11	£2.89
Waste Removal	£150	£ 162.00				£ 120.00	£163.80						£ 169.00	£ 614.80	-£464.80
Insurance	£700	£ 682.36												£ 682.36	£17.64
Training	£150				£ 168.00									£ 168.00	-£18.00
SALC/HALC/NALC subs	£450	£ 383.06												£ 383.06	£66.94
Grants	£6,250									£ 420.00	£ 420.00		£ 1,750.00	£ 2,590.00	£3,660.00
Church Room Rental	£600							£ 360.00					£ 360.00	£ 720.00	-£120.00
Other	£200	£ 1,704.00											£ 4.25	£ 1,708.25	-£1,508.25
Maintenance	£4,500	£ 88.51	£ 296.49	£ 115.99	£ 260.00	£ 260.00	£ 305.69						£ 180.00	£ 1,506.68	£2,993.32
Traffic management	£0													£ -	£0.00
Neighbourhood Plan	£0													£ -	£0.00
Playground inspection report	£150				£ 108.00									£ 108.00	£42.00
Payroll costs	£180				£ 60.00				£ 60.00					£ 120.00	£60.00
Expenses	£750	£ 98.11	£ 68.56	£ 84.74	£172.55	£ 65.58	£ 113.10	£ 28.58	£ 310.59	£ 53.78	£ 229.96	£ 15.59	£ 15.59	£ 1,256.73	-£506.73
Office Allowance	£960	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ 960.00	£0.00
Operating Costs	£17,490														
TOTAL	£38,990	£ 4,466.03	£ 2,085.71	£ 1,486.30	£ 3,787.86	£ 1,893.36	£ 3,613.96	£ 2,977.54	£ 1,947.89	£ 1,849.52	£ 3,671.57	£ 1,266.11	£ 6,615.48	£35,661.33	£3,328.67