

BEPTON PARISH COUNCIL

Chairman: Mrs Rosalind Hart
Clerk: Mrs Lorraine Grocott, BEM, B A (Hons): Local Policy
 23 West Meade, Milland, Liphook, Hampshire
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MINUTES of the ANNUAL STATUTORY MEETING OF BEPTON PARISH COUNCIL held on 11 May 2022 Held in the Lower Barn at The Park House Hotel, Bepton

On 5th May 2023 Diane Shepherd Returning Officer Chichester District Council advised that the following residents were elected Parish Councillors for Bepton. James Beaumont, John Beckett, Michael Freeman, Rosalind Hart, Paul McCulloch, Ben Tyrrell-Evans.

Present: Mrs R Hart (Chairman), Mr J Beckett, Mr J Beaumont, Mr P McCullough,
 Mr B Tyrrell-Evans (late)

Two Members of the Public

097. a) Election of Chairman for 2023-24:

Mrs Rosalind Hart was elected Chairman for 2023-24.

Proposed by Mr Beckett and seconded by Mr McCullough.

098. Chairman's Declaration of Acceptance of Office: Signed by Mrs Hart.

099. b) Election of Vice-Chairman: Mr John Beckett was elected Vice Chairman.

Proposed by Mrs Hart and seconded by Mr Beaumont

100. Apologies: Cllr Dr K O'Kelly, Mr M Freeman

101. Declaration of Interests on Agenda items: There were none.

102. Public Participation – None.

103. Confirmation of dates and times of meetings of the Council for ensuing year: -

2023 – 06 July, 21 September, 23 November

2024 – 25 January, 14 March, 9 May (ASM/APA 2024)

104. Minutes of the Meeting – 16 March 2023 were agreed and signed.

105. Matters arising – There were no matters arising.

106. County and District Councillor's reports –

These would be presented at the Annual Parish Assembly following this meeting.

107. Chairman's announcements – Mrs Rosalind Hart

a) Newsletter – Mr Freeman had kindly agreed to coordinate the newsletter.

b) Areas of Responsibility – Councillors were asked to take responsibility for Rights of Way (RoW), Midhurst Area Committee (MAC) and Neighbourhood Watch.

c) Names on the war memorial in St Mary's churchyard (Item 088b) – The Churchwarden, Sheila Ryan, has confirmed that the current evidence is insufficiently clear to justify the PCC starting to suggest an alteration at this time. However, the guidance from the War Memorial Trust will go as an appendix to the parish council's minutes for the benefit of a future generation of historians to reflect why this decision has been made.

d) Election of area representative on the SDNPA Board – In the near future we will receive information from WSALC about the timetable for representatives to be elected on to the SDNPA Board. When the council receives the voting ballot papers councillors will be asked to consider the nominations and vote.

e) King Charles III Coronation Party – The residents enjoyed a wonderful celebration on May 6 with a profit of £48 going to St Mary's Church Repair Fund.

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108 a) Finance – Mrs Lorraine Grocott RFO

BEPTON PARISH COUNCIL	Statement of Accounts	Apr-May	2023	Nat West	Sort Code	Account No		
					61-14-22	50286099		
Balance brought forward	1.4.23		9632.06	Vou No.				
<u>Receipts</u>	1.4.23-11.5.23							
	MADhurst Donation		250.00	1				
	CDC Precept 1 of 2		3299.00	2				
			13181.06					
<u>Payments for approval</u>	<u>Details</u>			<u>Vou No</u>	<u>P/E/O</u>	<u>Vat</u>	<u>Net</u>	<u>Power</u>
Azets	Payroll Q.4 22-23	51.00		349	P	8.50	42.50	LGA72
West Sussex ALC	Subscription 2023-24	87.91		350	P		87.91	LGA72
KerryType	Agendas ASM/APA	25.24		351	P		25.24	LGA72
TN Craddock	CDC PC Dntn Coronation P	500.00		352	O		500.00	Sec137
L Grocott	Sal£154.06:Exp£18.33 P.1	146.59		353	P		146.59	LGA72
HMRC	PAYE M.1 19.5.23	25.80		354	P		25.80	LGA72
L Grocott	Sal£154.06:Exp£18.33 P.2	146.59		355	P		146.59	LGA72
HMRC	PAYE M.2 19.6.23	25.80		356	P		25.80	LGA72
Park House Hotel	Room hire 11.5.23	100.00		357	P	16.67	83.33	LGA72
R Buckler	Internal audit 2022-23	110.00	-1218.93	358	P		110.00	LGA72
	Est Balance at Bank		11962.13			25.17	1193.76	
	Less Ringfenced funds		-1635.60					
	Available funds 11.5.23		10326.53					
<u>Ringfenced funds:</u>								
Clerks Gratuity Fund		1387.80	(£1542x3.75%x24 years service)					
Defibrillator funds		247.80	(£405 less 157.20,	24.11.21	Bal 247.80			
		1635.60						

These payments were approved by the Council.

- b) Chichester District Council have paid the first half of the precept for 2023-24 - £3299.
- c) Internal audit report on accounts 2022/23– Mr Buckler found everything to be in order, having checked, for example, the minutes for the year: VAT, insurance, bank transactions, fixed assets, receipts, and payments. The Internal Audit has been carried out in accordance with the smaller authority's needs and planned coverage.
- d) Approval of the Annual Governance Statement for year ended 31 March 2023 - The Internal Audit has been carried out in accordance with the Council's needs and planned coverage and has been examined by Mr Richard Buckler the internal auditor. He has signed the Internal Audit report. The members acknowledged their responsibility for the accounts and approved the Accounting Statements. The notice of appointment of date for exercise of elector's rights will be placed on the notice boards. The Right to Inspect will commence on 5th June and end on 14th July 2023.
- e) Summary and Opinion – One of the functions of the Internal Audit is to give assurance to members of the Council that the financial systems are operating correctly and can be relied upon. Regarding the examination, and having regard to the items reported, no matter has come to the Auditor's attention that gives him reasonable cause to believe in any material respect that the regulatory requirements have not been complied with. The accounts accurately record the Council's financial position.
- f) Certificate of Exemption – The Council wishes to certify itself as exempt from submitting an Annual Governance and Accountability Return to the external auditor because during the financial year 2022/23, the higher of the authority's gross income for the year and gross annual expenditure for the year did not exceed £25,000.
- g) The Annual Internal Audit Report, Annual Governance Statement, Annual Accounting Statement, an analysis of variances and the bank reconciliation plus the information exercise of public rights have been completed and a copy of this certificate will be published on the Council's website www.bep-ton.org before 1 July 2023.
- h) Appointment of internal auditor – Mr Richard Buckler was reappointed.

109. Planning Applications – Mr John Becketta) SDNP PLANNING RESPONSE TO APPLICATIONS: -**SDNP/23/01085/TCA**

Notification of intention to fell 1 no. Ash tree. 2 Bepton Grange Bepton Road Bepton Midhurst West Sussex GU29 0HZ

Decision - Raise no objection.

SDNP/22/05862/HOUS

Construction of hard porous tennis court and chain-link fencing surround. | Broadland Court Bepton Road Bepton West Sussex GU29 0LY

Decision - Approved

SDNP/22/05554/FUL

Change of use of ancillary outbuilding to coffee shop. Country Inn Severals Road Bepton West Sussex GU29 0LR

Application in progress

SDNP/22/04616/FUL

Solar panel installation, land North-West of Bepton Lodge, Bell Lane Bepton, GU29 0HX

Decision – Approved

SDNP/22/04236/FUL

Raising of roof height and formation of additional accommodation at first floor level. | Park House Hotel Bepton Road Bepton West Sussex GU29 0JB

Application in progress

b) Country Inn P/A – Mr Beckett will contact the planning officers regarding this application.c) Revision of the SDNPA Parish Plan – The council will be consulting with the community on a Parish Priority Statement (PPS). This document will provide the community with the opportunity to set out its principal needs and prevailing views. Topics will include development, management of land, design of homes, natural environment, businesses, public spaces. It was noted that 90% of the land in Bepton is owned by the Cowdray Estate. It will be much simpler than Neighbourhood Development Plans. The deadline for the PPS is 20 October. The consultation letter will via a letter placed in the Autumn Newsletter.**110. Website update** – Nothing further to report.**111. Broadband** –Bepton is in the Openreach programme and will be included in the Midhurst group.**112. Climate Change** – Information is available on the PECAN and WSCC websites.**013. Highways and Byways**

a) Renovation of notice boards x 2 – The MADhurst Committee have given a donation of £250 as a contribution to a project for the benefit of Bepton. Further to the minutes of the March meeting, the Council would like to refurbish the Notice Boards in some way. The Council is in discussion as to whether to make good the existing boards or whether to try and get funding for new ones.

b) Bepton Road pavement at southern end of the parish. No further action has been taken. Highways have sighted and sprayed around various potholes for repair. The County Councillor has suggested that local councils coordinate the reporting of potholes so as not to overload the system with multiple reports.

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- c) Hollist Lane – Drivers are misusing the one-way movement of traffic. If their registration numbers can be logged the police will identify and respond.

114. Police Zoom meetings – JCB to attend
Tuesday 30th May 1600-17.30 hrs and Friday 30th June –16.00-17.30.

115. County / Local Organizations

- a) MAC meeting Wednesday 31 May 2023 6.30pm at Midhurst Grange - MF
b) SDNPA – Webinar 30 June – JAB/RH to attend.
c) SDNPA – Parish Workshop – 4 October by Zoom – JAB/RH

116. Date of next meeting – 6 July 2023 at 7pm, upstairs in The Barn, Park House Hotel

Chairman: _____ Date: _____

These Minutes are unconfirmed until signed by the Chairman.

Att. – Item 107 c) Incorrect names on the War Memorial at St Mary's – Guidance from the War Memorial Trust

Response from WMT Conservation 22 February 2023

Our ref: WMO/280425 (WM12619)

Dear Rosalind

Many thanks for your enquiry regarding the spelling of a name on Bepton war memorial, www.warmemorialsonline.org.uk/memorial/280425/.

Actual and perceived misspelling of names on war memorials is not uncommon, and can happen for a number of reasons. It is always worth researching the history of the war memorial to try to determine how the names were collected to understand if there are errors or not. For instance, in some cases, spellings of names have changed over time, and in other cases mistakes were made in the transcribing process. It may also be the case that names were missed and the name recorded on the memorial may be a different person altogether so making a change might remove someone unintentionally. Please see our help sheets about [Researching the history of a war memorial](#) and [Researching the names on a war memorial](#) which I hope will be of interest.

We also have a help sheet with advice about the [addition of names](#), which has advice relevant to the amendment of names which I recommend you consult.

War Memorials Trust would express caution about changing names. The decisions about names added to war memorials were made at the time of erecting a memorial by communities and changing or altering these needs to be approached with extreme caution. If communities chose to leave memorials with the names and believed errors where not amended at the time then it suggests they were comfortable with the accuracy of the details. Names may not be what we believe them to be today because of less certainty on spelling, names used on the war memorial being the names people were known by as opposed to their given name, people signing up under different names or choices made by families or communities. Retrospectively changing them to suit what we think they should be can be changing history and as such is something to undertake with caution. If there are errors these should be seen as part of the memorial and its history; providing updated information could be done on associate information boards, plaques or books. This will provide the community today with wider background without changing the choices made at the time a memorial was erected. It also ensures that any changes made or suggested can be changed if later research brings up alternative information.

If it is decided to accept the request to change the name, corroborative evidence will be needed to demonstrate accuracy of the spelling, this should include the following as a minimum:

1. Military records such as Commonwealth War Grave Commission records
2. Copies of corresponding formal documentation such as birth/marriage/death certificates I note that the current proposals include grinding down the face of the stone. This will not only remove an amount of historic stone but is likely to remove the protective skin that the stone has developed over time and increase the rate of weathering. You mention some concern over the difference between the recording of the regimental details. The Trust would not consider this work to be necessary. The two faces of the memorial were inscribed at different times and different decisions were made on the manner of the inscription. This does not represent an error, but a conscious decision made by the community at the time which should be respected. It is important to find a contractor who is experienced with undertaking conservation works to historic stone, the Trust has a help sheet on [Contractors](#) which may be of assistance.

I would also like to take this opportunity to highlight that as the memorial is within a churchyard it is recommended that you contact the DAC as Faculty permission may be required for any work.

If you have any further questions, please contact conservation@warmemorials.org or 020 7233 7356.

Best wishes, Ms Emma Suckling (she/her), **Email:** emma@warmemorials.org

From: Rosalind Hart <rosbeptonpc@gmail.com>
Sent: Tuesday, February 7, 2023 3:12 PM
To: WMT Conservation <conservation@warmemorials.org>
Subject: Fwd: War Memorial at St Mary's church, Bepton, West Sussex
From: Rosalind Hart <rosbeptonpc@gmail.com>
Date: Tue, 7 Feb 2023 at 15:10
Subject: War Memorial at St Mary's church, Bepton, West Sussex
To: <memorials@iwm.org.uk>

Dear Sir,

By way of introduction, I am the Chair of Bepton Parish Council. Bepton is near Midhurst in West Sussex. We are a small parish of approximately 112 dwellings.

It has come to our attention that the war memorial at St Mary's church, Bepton, has an incorrect name engraved on it. It is with regard to the two Denyer brothers. The memorial lists PERCY HENRY DENYER and WILLIAM GEORGE DENYER, but William is the father of Percy and ALBERT WILLIAM DENYER, both of whom were killed in battle, whereas William died in 1964 aged 80. This is borne out on the CWGC website where the two men's entries are at <https://www.cwgc.org/find-war-dead/casualty/2275848/denyer,-albert-william/> and <https://www.cwgc.org/find-war-dead/casualty/2066204/denyer,-percy-henry/>. (Please refer to the attachment *St Mary's Bepton war memorial WWII side*)

I am advised that, in order to get our memorial correct, we also need to change the regiment names so that 4th SUSSEX as well as 9th SUSSEX reads the same as on the reverse for WWI names (*please refer to the attachment WWI memorial photo*) i.e. RL (*with L up in the air with a stop underneath*) SUSSEX REGT (*with T up in the air with a stop underneath*).

In order to do this, I am advised that the whole face would have to be ground down and all the lettering recut on that side. I have been able to source a contractor, after some initial difficulty, and they have quoted me £2320 to carry out all the works.

My next step was to try and get some funding. Trevor Leggo, CEO of Sussex Association of Local Councils (SALC), suggested yourselves and hence this email. I have been on your website to try and apply for a Grants Pre-application form via the War Memorial record in War Memorial Online. However, I am failing at the first hurdle as I cannot find a reference to our war memorial.

I wonder if you are able to assist me with this.

I look forward to hearing from you.

With best wishes,

Rosalind Hart
Chair
Bepton Parish Council