



CONTACT - Paul Richards, Parish Clerk

EMAIL - bramberparishclerk@gmail.com

The Minutes of the Ordinary Council Meeting of the Bramber Parish Council that took place at the Beeding and Bramber Village Hall on Wednesday 16th March 2022 at 7:00pm.

Present: Cllr Croker (Chair), Cllr S. Blakelock, Cllr Goodall, Cllr Kitson and Cllr Tilley.

In attendance: Paul Richards (Parish Clerk)

Members of the public – 1.

40. Apologies for absence – Cllr A. Blakelock, Cllr Burstow, Cllr Day, Cllr Green and HDC Cllr Noel.

41. Declarations of interest – none.

42. Minutes of the previous meeting – 16th February 2022.

The Minutes were **AGREED** by Members and were duly signed by the Chair.

43. Matters arising.

The action list, circulated previously, was noted.

44. Public Session – none.

45. Reports.

a) **WSSC –** No update.

b) **HDC –**Cllr Croker provided an update that included: -

- **Planning** - The 'Water Neutrality' issue continues to delay the draft Local Plan, with officers unsure when a viable mitigation strategy will be agreed between all the interested parties. Delays could be due to the number of independent bodies (e.g. Southern Water, Natural England, the Environment Agency) whose response times tend to be 'variable'. HDC obtained funding for the additional work from the LEP. The water consumed in the North Sussex Water Resource Zone is roughly a third each for domestic, industrial, and agricultural activities. HDC is keen to push for a domestic 85 litres/person/day target, as compared to Southern Water's current 100 l/d/p and Building Regulations 110 l/d/p. Given current domestic consumption is around 125 l/p/d, this seems optimistic. HDC's website has water neutrality FAQ sections;
- **Local Plan** - HDC is reviewing the draft Local Plan, which is now urgently needed to control speculative planning applications. These parameters include no building on strategic sites other than those already in construction i.e., north of Horsham. All building included in Neighbourhood Plans will be considered for inclusion. HDC is waiting for confirmation of new building target numbers from the Department of Levelling Up, Communities and Housing;
- **Transport** - Horsham is completing its consultation on WSSC's proposal for the A24 improvement scheme, which includes the upgrading of roundabouts between Washington and Hop Oast in south Horsham, including a proposed 'hamburger' roundabout at the A272/A24 intersection;

- **Climate change:** HDC's new 3-year Climate plan includes a goal to be carbon neutral by 2030 for direct emissions and 2050 for indirect. The plan is dependent upon contractual changes with suppliers. £850,000 has been included in the 2022/23 capital budget, with £75,000 allocated for officer support, consultancy and staff training;
- **Finances** - there are a plethora of business, energy and council tax relief schemes available at present. Some of these reliefs will occur automatically, but others, such as the Covid-19 Additional Relief Funds, are heavily under-subscribed. HDC will be contacting businesses directly to alert them to this rate reduction scheme. Car parking revenue is recovering well from the pandemic;
- **Ukraine** – HDC has condemned the actions of President Putin in his recent military invasion of Ukraine and has shown support by lighting The Capitol Theatre and Cinemas in Horsham in the national colours of Ukraine;
- **Jubilee** - HDC has agreed a £200 grant for all Parish and Neighbourhood Councils in the district to put towards their Jubilee Celebrations. This is in addition to the donation of a Jubilee memorial tree; and
- **Town Hall Events** - the new HDC Leader is planning these events. They will be conducted in the style of the American model of local debate and protests regarding HDC policies and plans.

c) **Neighbourhood Wardens** – the Chair advised that revised costs had been circulated by HDC. The initial increase proposed by HDC was advised to be 1.75% and the parish precept was set with this amount in mind. The new costs have increased by 4.7% meaning the additional sums must now be found from parish reserves. The Chair has written to HDC about this but awaits their comments.

d) **Joint Parishes Cemetery Committee** – the next meeting is in July.

e) **Joint Parishes Youth Committee** – no meeting held.

f) **HALC** – Cllr A. Blakelock was attending the meeting that evening.

g) **Village Hall** – no meeting held.

h) **Website** – no issues were reported.

46. **Finance and General Purposes** - Members **AGREED** that the payments for March 2022 be paid (see appendix A for the payments schedule).

47. Planning.

a) Applications.

- **SDNP-22-00901/FUL - Land South of Kingsmead Close, Bramber** - Retrospective application for the siting of storage container.

After review and consideration, Members agreed, unanimously, to **OBJECT** to the application. Members noted concerns and objections from residents and agreed that the continued existence of the shipping container for land maintenance is difficult to sustain given so many trees have been removed (including 16 ash trees under SDNPA/20-03470, and presumably in advance of a planning application for multiple dwellings). Given so much of the land has been cleared, Members disagreed with the applicant's eco-services statement that suggests it is in compliance with policy SD2.

Given that the container has been in place for at least 14 months and the site has been extensively cleared over that period, it cannot be the case that a container is required for tools on a permanent basis. Should SDNPA consider approving the application, Bramber PC asks that the arrangement be made with a temporary, short time limited, approval.

b) **Decisions** – none.

c) **Other Planning matters**

- Cllr Tilley advised that the telecoms equipment adjacent to St Mary's House had been relocated;
- The Agent representing a proposed development of land adjacent to Kingsmead Close requested information on BPC's NHP. The Clerk reminded the Agent that he had written to him to advise that (a) BPC cannot offer pre-application planning advice and (b) that Members would not comment or approve any proposed development without a formal planning application having been first made. The Agent referred to the BPC NHP and asked what the Parish's position was to providing new homes. He also referred to the housing requirement as contained in the 2018 AECOM report commissioned by the Parish which sets out a requirement for 64 units. The Chair referred the Agent to the BPC NHP where a formal call for sites procedure was conducted. He advised that only two sites were presented, both of which were rejected. He further advised that the Plan was then approved by both HDC and the independent Inspector. He suggested to the Agent that suitable sites might become available in the future. An early review of the Neighbourhood Plan, therefore, would be undertaken to take into account the policies of the revised HDPF;
- **Solar Farm development (Steyning PC)** – Members noted that Greening Steyning had supported the application, but SPC had rejected it. The Chair reminded Members that should they wish to comment on the application then this was a matter of personal choice; and
- **Planning decisions** – Cllr Kitson asked Cllr Croker to present, at a later date, an update on planning decision making and what material objections could a parish council comment on. The Clerk was asked to circulate a WSALC planning presentation on this matter. Cllr Kitson also asked the Clerk to update Members on any planning comments made by BPC via email. The Clerk agreed to circulate the required details for those applications commented upon by email.

48. Highways and Public Rights of Way.

(a) Speeding in the Street – deferred as Cllr Day was not in attendance.

49. Neighbourhood Plan – deferred.

50. Consultations – none.

51. English Heritage/Bramber Castle – no update.

52. Message from the Chair – deferred until the next meeting.

53. Public Toilet - The Clerk advised that electricity renewal quotes had changed since the last meeting due to volatile market conditions. The only green energy supplier that quoted was now considerably more expensive than the existed supplier's renewal price. Members **AGREED**, reluctantly, to approve a one year contract with the existing supplier but remained committed to pursuing a green energy contract in 2023.

54. Environment.

The planting of the Jubilee tree kindly donated by HDC was discussed. Members noted that English Heritage would not allow the tree to be planted at their Bramber Castle site. The Clerk was asked to enquire if a jubilee tree could be planted on either Bramber roundabout or Bramber Brooks.

55. Climate Emergency and Steyning Greening 2030.

- a) **Steyning Greening** – no update.
- b) **20 mph zone project** – no update.

56. Correspondence – as from 4th February 2022.

DATE	FROM	SUBJECT
9/2	WSALC	Training programme
9/2	Rudgwick PC	5-year land supply
14/2	WSALC	Levelling Up paper
14/2	SDNPA	Newsletter
14/2	WSCC Highways	Bostal road closure notice
15/2	Sussex Green Living	Update and newsletter
15/2	Wardens	January report
16/2	Cemetery Committee	Joint Parishes Cemetery Committee minutes
17/2	UK Power network	Contact details and slides from the meeting
18/2	HDC	Climate newsletter
18/2	SDNPA	Invitation to a workshop
22/2	HDC Compliance team	3 cases in the parish
23/2	Wardens	New vehicles
23/2	HDC/Boundary Commission	Latest boundary change proposals
25/2	SDNPA	Workshop invite
25/2	SDNPA	Beeline fund
1/3	Southwater PC	Infrastructure Plan

57. Items for inclusion on the next Agenda.

- Jubilee celebrations;
- Chair’s leaflet; and
- Speeding in The Street (Cllr Day).

58. Date of the next meetings.

- Ordinary Meeting – 13th April 2022 at the Beeding and Bramber Village Hall; and
- Planning Meeting – TBA subject to receipt of planning applications.

The meeting closed at 20:47.

Signed..... Chairman

Date.....

Appendix A – Payments

Payments 16th March 2022				
Approved at last meeting	Invoiced Services	Voucher	Chq Nos	Amount
HMRC	PAYE and NI - Jan 2022	103	BACS	£ 133.60
NEST	Clerk's pension - Jan 2022	104	BACS	£ 80.15
Chichester Payroll Services	Payroll fees Jan 2022	105	BACS	£ 15.00
Paul Richards	January salary	106	BACS	£ 507.65
Julie Baxter	Toilet cleaning January 2022	107	BACS	£ 168.00
ICO	Data protection fee	108	DD	£ 35.00
Thomas Locksmiths	New timer for toilet door	109	BACS	£ 186.00
EDF	Electricity to public toilet - FEB 2022	110	DD	£ 22.00
				£ 1,147.40
Income since last meeting	Amount			
None	£ -			
TOTAL INCOME	£ -			
BALANCES ON ACCOUNT				
Current Account (Treasurers)	£ 14,050.12	As at 28/02/2022		
EARMARKED RESERVES				
NHP reserve	£ 380.00			
AVAILABLE RESERVES	£ 13,670.12			
PAID SINCE LAST MEETING (To approve)	Invoiced Services	Voucher	Chq Nos	Amount
				£ -
TO APPROVE	Invoiced Services			
Business Stream	Toilet - water supply 10/9/21 to 11/1/22	111	BACS	£ 74.50
NEST	Clerk's pension - Feb 2022	112	BACS	£ 80.15
Paul Richards	February salary	113	BACS	£ 507.45
HMRC	PAYE and NI - Feb 2022	114	BACS	£ 133.60
Chichester Payroll Services	Payroll fees Feb 2022	115	BACS	£ 15.00
Upper Beeding and Bramber Village Hall	5 Jan 2022 meeting	116	BACS	£ 22.80
Upper Beeding and Bramber Village Hall	16 Feb 2022 meeting	117	BACS	£ 22.80
HDC	Dog bins - annual fee	118	BACS	£ 137.80
Blockbusters	Blocked toilet and drain	119	BACS	£ 189.60
Julie Baxter	Toilet cleaning Feb 2022	120	BACS	£ 108.00
Paul Richards	Community Speedwatch hi-vis jackets	121	BACS	£ 53.10
Paul Richards	March salary plus back pay (2021 pay award)	122	BACS	£ 612.79
HMRC	PAYE and NI - March 2022	123	BACS	£ 172.73
NEST	Clerk's pension - March 2022	124	BACS	£ 80.15
Chichester Payroll Services	Payroll fees March 2022	125	BACS	£ 15.00
Rachel Burstow	Chair's allowance	127	BACS	£ 125.00
REGULAR PAYMENTS				£ 1,554.77
EDF	Electricity to public toilet - MARCH 2022	126	DD	£ 22.00
			TOTAL	£ 22.00
	Position at bank on 28/02/2022	£ 14,050.12		
	Uncleared	£ -		
	New payments to approve	-£ 1,576.77		
	CASHFLOW POSITION AS AT 28/02/2022	£ 12,473.35		
	Earmarked reserves	-£ 380.00		
	RESERVE/BUDGET POSITION AS AT 31/01/2022	£ 12,093.35		