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**The Minutes of the Ordinary Council Meeting of the Bramber Parish Council that took place at the Beeding and Bramber Village Hall on Wednesday 11<sup>th</sup> January 2023 at 7:00pm.**

**Present:** Cllr Burstow (Chair), Cllr A. Blakelock, Cllr S. Blakelock, Cllr Croker, Cllr Green, Cllr Goodall, Cllr Kitson and Cllr Tilley.

**In attendance:** HDC Cllr Noel and Paul Richards (Parish Clerk).

**Members of the public** – None.

1. **Apologies for absence** – Cllr Day and WSCC Cllr Linehan.
2. **Declarations of interest** – none.
3. **Minutes of the previous meeting – 14<sup>th</sup> December 2022** – After the correction of one typographical error, the minutes, circulated previously, were **AGREED** by the Members, and were duly signed by the Chair.
4. **Matters arising.**
  - Item 182 – Cllr A. Blakelock advised that a new TRO was required as WSCC had requested a re-written version;
  - Item 185 – Cllrs Croker and Tilley wished to be added to the list of volunteers.
5. **Public Session** – No public were present.
6. **Reports.**
  - a) **WSCC** – apologies had been received from WSCC Cllr Linehan.
  - b) **HDC** – HDC Cllr Noel provided an update that included:
    - **Local Plan** – at the Cabinet meeting to discuss the final draft of the Local Plan, a decision was made to pause the approval of the Plan. The decision was postponed due to recent announcements made by the Secretary of State for Levelling Up and the lack of a definitive outcome from Natural England/Southern Water regarding their Water Neutrality Strategy. Following this decision, the Leader of HDC had resigned;
    - **Water Neutrality** – the latest Strategy response from Natural England/Southern Water regarding water neutrality had provided no real solution to the local issues faced by HDC;
    - **Finance** – reserves had grown substantially due to the increase in interest rates. Rural Recovery Grants (£850,000) are now available for environmental projects; and
    - Cllr Croker enquired about the Jubilee oak tree that HDC had previously agreed to supply to the parish. Cllr Noel agreed to chase this up.
  - c) **Neighbourhood Wardens** – the next meeting is scheduled for 15<sup>th</sup> March 2023. Members expressed concern over the high number of “Admin” hours and asked the Clerk to query this.
  - d) **Joint Parishes Cemetery Committee** – the committee had not met since the last meeting but plan to meet in January 2023. Cllr Green provided a status update that included:
    - 66 grave spaces are available but 36 of these are allocated via pre-purchase (this option is no longer available);
    - The 30 graves available equate to 3 years capacity before the ground around the sides of the cemetery is utilised;

- So far this year, to end of December 2022, there have been 14 interments, 9 new graves and 5 second interments in current graves; and
- The Clerk will write to both District Councillors re Botolphs Cemetery to ask if they know of any available land. Horsham District Council is now preparing a new document regarding future housing but have not, as yet, included any provision for the deceased. HD Cllr Noel advised that he was hoping to get some future provision for local burial sites included in the draft Local Plan.

**e) Joint Parishes Youth Committee** – The Chair advised that;

- A new joint parishes contract had been circulated for comment;
- A new service offer may include Henfield parish;
- The Purple Bus trial had concluded as numbers attending were low;
- The service provider had proposed a “detached service” that will work with various projects in the community. Senior youth sessions had proved unpopular however there is good attendance for other age ranges;
- Inter-generational projects had been proposed that will see young people working with elderly members in the community on project-based activities. This service may be appropriate for BPC projects e.g., painting benches and general repairs. Cllr Green will discuss with the Chair some projects she had in mind;
- Cllr Blakelock suggested that the Wardens recommend this service to young people as they have many interactions with this age group; and
- The Chair requested that the service provide better ASB reports.

**f) HALC** – no meeting

**g) Village Hall** – next meeting at the end of January.

**h) Website** – Cllr Tilley advised that 94 user sessions had been generated, 3 from the USA, 1 from Canada and the rest from a localised area covering Eastbourne, Littlehampton and Crawley.

**i) Steyning and District Community Partnership** – no meeting.

**7. Finance and General Purposes** - Members **AGREED** that the payments for January 2022 be paid (see appendix A for the payments schedule). The clerk advised that the recommended level of reserves was 40% of the annual budget.

**8. Planning.**

**a) Applications.**

- **DC/22/2294 - Kingsmead Lodge, Maudlin Lane, Bramber** - Erection of a single storey rear extension. Members voted, unanimously, to offer a **NEUTRAL** comment on the application. However, Members noted the extension seemed just 1m from the neighbouring boundary. Members also noted that no objection from that neighbour had been received at the time of the meeting; and
- **SDNP/22/05481/HOUS and 05482/LIS - Maudlin Farmhouse, Maudlin Lane, Bramber** - Addition of dormer windows and clock to existing outbuildings - REVISED. Members voted, unanimously, to offer a **NEUTRAL** comment on the application.

**b) Other Planning matters** – none.

**9. Highways and Public Rights of Way.**

- The Chair referred to the Footpath Officer’s report. She thanked the resident for providing such a detailed report and asked the Clerk to forward it to the WSCC PROW officer for action where appropriate. Cllr Croker advised that he had also reported issues with PROW 2933 but WSCC had yet to repair the safety rails. Cllr S. Blakelock suggested that a boardwalk be installed and might be a suitable solution to the flooded Walks for All path 3156.
- The Clerk was asked to report the broken A283 road sign on the approach to the A2037 and the damaged Downslink safety barriers on both sides of the A283 (both issues in Upper Beeding parish);
- The Clerk advised that no update had been received in the Operation Watershed project; and

- Cllr Croker suggested that, as part of the 20mph project with Steyning PC, the 30mph speed limit in Maudlin Lane be extended to the parish boundary at Botolphs. This was **AGREED** and Cllr Croker **AGREED** to investigate.

10. **Consultations** – None.

11. **English Heritage/Bramber Castle** – Cllr Kitson requested that a warning sign be placed to advise of falling boulders. Cllr Green advised that she would report this to EH.

12. **Environment** - The Chair reported that vandals had removed plants adjacent to the public toilets. The Bramber Society will repair the damage and replace plants.

13. **Emergency/Resilience Plan** – the Clerk reported that he had contacted the WSALC consultant and will submit a response to her.

14. **Climate Emergency and Steyning Greening 2030.**

a) **Greening Steyning** – Cllr A. Blakelock advised of forthcoming events namely:

- **14<sup>th</sup> January 2023** – Repair Café at UB Village Hall;
- **18<sup>th</sup> January 2023** – AGM; and
- **21<sup>st</sup> January 2023** – Climate Café at the Castle Inn.

The foodbank at St Andrews House Steyning continues to be successful with many users.

b) **20 mph zone project** – Cllr Goodall advised that a small number of speed loops had been installed.

15. **Correspondence** – the report was noted. Cllr Tilley reported that many ash trees remained at the side of the road following the die-back felling. HDC Cllr Noel agreed to enquire how long the tress would remain

16. **Items for inclusion on the next Agenda** – none.

17. **Date of the next meetings.**

- **Ordinary Parish Council meeting** – 8<sup>th</sup> February 2023 at the Beeding and Bramber Village Hall commencing 7pm.
- **Planning Meeting** – TBA subject to receipt of planning applications.

The meeting closed at 20:19.

Signed..... Chairman

Date.....

## Appendix A – Payments

Payments January 2023				
Approved at last meeting	Invoiced Services	Voucher	Chq Nos	Amount
Sussex Clubs for Young People	Youth services	79	BACS	£ 1,071.48
D J Flynn Services	Christmas Tree	80	BACS	£ 192.00
Beeding and Bramber Village Hall	Meetings 5/10 and 9/11	81	BACS	£ 45.00
Paul Richards	Clerk's salary - Nov 2022 plus back pay	82	BACS	£ 769.72
Chichester Payroll Services	Payroll services - Nov 2022	83	BACS	£ 15.00
HMRC	PAYE - Nov 2022	84	BACS	£ 237.77
NEST	Clerk's pension - Nov 2022	85	DD	£ 121.55
Julie Bakter	Toilet cleaner - Oct 2022	87	BACS	£ 144.00
D J Flynn Services	Watering - September x 4	88	BACS	£ 120.00
				<b>£ 2,716.52</b>
Income since last meeting	Amount			
None	£ -			
<b>TOTAL INCOME</b>	<b>£ -</b>			
BALANCES ON ACCOUNT				
Current Account (Treasurers)	£ 14,240.21	<b>09/01/2023</b>		
EARMARKED RESERVES				
NHP reserve	£ 380.00			
<b>AVAILABLE RESERVES</b>	<b>£ 13,860.21</b>			
PAID SINCE LAST MEETING (To approve)	Invoiced Services	Voucher	Chq Nos	Amount
None				£ -
				£ -
TO APPROVE	Invoiced Services			£ -
Chichester Payroll Services	Payroll services - Dec 2022	89	BACS	£ 15.00
HMRC	PAYE - Dec 2022	90	BACS	£ 144.60
NEST	Clerk's pension - Dec 2022	91	DD	£ 86.75
Paul Richards	Clerk's salary - Dec 2022	92	BACS	£ 549.28
Julie Bakter	Toilet cleaner - Dec 2022	93	BACS	£ 168.00
Beeding and Bramber Village Hall	Meetings 14/12	95	BACS	£ 20.00
<b>REGULAR PAYMENTS</b>				<b>£ 983.63</b>
EDF	Electricity to public toilet - Jan 2023	94	DD	£ 30.00
			<b>TOTAL</b>	<b>£ 1,013.63</b>