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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 21st June 2023 at 7:05pm.

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

In attendance: Paul Richards (Parish Clerk).

Members of the public – One.

90. Apologies for absence – Cllr H. Bayford, Cllr M. Croker, Cllr Green and HDC Cllr Noel.

91. Co-option of new Councillors.

The Chair reminded Members that, following the May 2023 elections, one vacancy for the office of Councillor had arisen. Two applications for the vacancy by co-option had been received. One resident presented her application, and one other application was noted. The meeting was adjourned for Members to review the applications. The meeting was then resumed with Members asked to vote for one of the two candidates via a secret ballot. Following the ballot, the Chair declared that Mrs Diana Croker had been successful and was co-opted. She signed her Acceptance of Office statement and took her seat as a Bramber Parish Councillor. The Chair asked the Clerk to write to the unsuccessful candidate to thank him for his application and to invite him to attend future BPC meetings as a member of the public.

92. Declarations of interest – none.

93. Minutes of the previous meetings held on 18th May 2023 – The minutes of the Annual Parish Meeting and Annual Council Meeting, circulated previously, were **AGREED** by the Members, and were duly signed by the Chair.

94. Matters arising - none.

95. Public Session – none.

96. Reports.

The Chair advised that WSCC Cllr Linehan had advised her that he would no longer attend BPC meetings or provide updates for the meeting. He will, however, provide support for local groups and regular newsletter updates for all residents.

a) HDC – HDC Cllr Noel had circulated a report which is attached at Appendix B.

b) Neighbourhood Wardens – The Clerk reported that he had attended the recent joint parish review meeting with the Warden Supervisor. He had asked that the monthly report provide more detail. The next meeting would be in September 2023. The Chair Cllr A Blakelock requested that the subheading BRAMBER be reinstated in the report so that Members could learn of events specifically related to BPC.

c) Joint Parishes Cemetery Committee – no meeting.

d) Joint Parishes Youth Committee – no meeting.

e) HALC – no meeting.

f) Village Hall – no meeting.

g) Website – Cllr Tilley advised that user sessions had fallen slightly in the month. Cllr D. Croker asked how BPC could better advertise meeting dates to attract more members of the public to attend.

Members asked the Clerk to highlight the date on the agendas posted up on the noticeboards and website.

- h) Steyning and District Community Partnership** – Cllr A. Blakelock reported that the Partnership are seeking funds for the White Bridge project but await firm commitments from possible donors. The Project may be split into two funding options; one for the main shared path and the other for the footpath. Many of the funders will meet in the Autumn to determine which projects they will support.

97. Finance and General Purposes

- a) **Audit report 2022/23** – Members noted the report.
- b) **Annual Governance Statements 2022/23** – Members reviewed the Statement and **AGREED** it. They asked that the Chair and Clerk sign the Statement.
- c) **Annual Return 2022/23** - Members reviewed the Statement and **AGREED** it. They asked that the Chair and Clerk sign the Statement
- d) **Payments for June 2023** – Member **AGREED** that the payments be made. Details are attached at Appendix A.

98. Planning.

- a) **Applications.**
- **DC-23-1107 - Hills View, 31 Coombe Drove, Bramber** - Surgery to 1x Yew. Members voted, unanimously, to **SUPPORT** the application.
 - **DC-23-1127 - South Corner, Maudlyn Park, Bramber** - Erection of single storey rear extension. Members voted to **SUPPORT** the applications (5 x Support and 1 x abstain).
- b) **Other Planning matters.**
- Members reviewed the request from the SDNPA regarding Parish Priority Statements. They **AGREED** that the BPC NHP provided sufficient detail for the Authority and asked that the Clerk respond accordingly.

99. Highways and Public Rights of Way.

- Cllr A. Blakelock noted Ms Supiot's excellent report to the WSCC PROW team regarding issues with footpaths across the parish;
- Cllr Kitson reported an overgrown pathway on the Downslink. He was advised to use the new WSCC reporting tool to report this issue; and
- Cllr S. Blakelock reported overgrown vegetation in Castle Lane that had prevented recent refuse collection by HDC vehicles to the households in the Lane. HDC had requested that residents wheel their bins up to the junction of Goring Road to ensure collection was made. The Clerk was asked to write to WSCC to resolve this problem.

100. Consultations.

The consultation request regarding the SDNPA Local List was deferred to the next meeting.

101. SDNPA - Election of parish council representatives to the SDNPA Board.

Members considered the applicant statements and voted to elect Alun Aylesbury and Jane Mote to the SDNPA Board.

102. English Heritage/Bramber Castle – no update.

103. Environment and Parish Actions

- Cllr Tilley advised that the Coronation Tree has survived the recent hot weather. He does water the tree occasionally;
- Cllr Tilley requested an update on the Lost Railway Project as he noticed the recent installation of an advisory sign by WSCC. The Clerk was asked to request an update from the Chair of the V+T Committee at the Steyning and District Community Partnership;
- Cllr M Croker contacted the Compass Bus Company regarding the bollard that their bus had knocked over. Compass Bus Company paid for the installation of a new bollard; and
- At the request of a parishioner blocked drains in the carpark have been unblocked by Blockbusters.

104. Climate Emergency and Steyning Greening 2030.

- a) **Greening Steyning** – Cllr A. Blakelock advised that details of forthcoming events were on the Greening website. The Working Group were reviewing the recent acquisition by Henfield PC of a shared use electric car that can be used by the community.
- b) **20 mph zone project** – no progress. A meeting of the project working party will be called to review WSCC’s suggestions and proposals.

105. Correspondence – the report was noted.

106. Items for inclusion on the next Agenda – SDNPA Local List review.

107. Date of the next meetings.

- The next **Ordinary Parish Council meeting** will be on Wednesday 12th July 2023 at the Beeding and Bramber Village Hall commencing 7pm.
- **Planning Meeting** – TBA subject to receipt of planning applications.

The meeting closed at 20:27.

Signed..... Chairman

Date.....

Appendix A – Payments

Payments 21st June May 2023				
Income since last meeting		Amount		
HDC Cleansing grant	£	429.71		
Compass Travel - repair to bollard	£	420.00		
TOTAL INCOME	£	849.71		
BALANCES ON ACCOUNT				
Current Account (Treasurers)	£	17,251.09	30/05/2023	
EARMARKED RESERVES				
NHP reserve	£	380.00		
AVAILABLE RESERVES	£	16,871.09		
Paid since last meeting (to approve)	Invoiced Services	Voucher	Chq Nos	Amount
DelWood	Bollard repair	25	BACS	£ 420.00
NEST	Clerk's pension - May	26	DD	£ 86.75
Paul Richards	Clerk's salary - May	27	BACS	£ 549.28
Chichester Payroll Services	Payroll costs	28	BACS	£ 15.00
HMRC	PAYE - May	29	BACS	£ 144.60
Julie Bakter	Toilet Cleaning - April	30	BACS	£ 390.60
TO APPROVE	Invoiced Services			£ 1,186.23
Blockbusters	Blocked drain outside public toilets	31	BACS	£ 108.00
Geosphere	Parish On Line subscription	32	BACS	£ 45.00
Sussex Clubs for Young People	Youth service Q2	33	BACS	£ 1,132.17
Ferring Nurseries	Maintenance	34	BACS	£ 72.00
Ferring Nurseries	Floral displays	35	BACS	£ 1,666.01
Ann Blakelock	Chair's expenses	36	BACS	£ 14.99
Beeding and Bramber Village Hall	Hall hire - 23/5/23	37	BACS	£ 20.00
WSCC	Street Lights 2022/23	38	BACS	£ 1,426.20
REGULAR PAYMENTS				£ 4,484.37
EDF	Electricity to public toilet - MAY 2023	39		£ 35.00
			TOTAL	£ 35.00
	Position at bank on 30/05/2023	£ 17,251.09		
	Uncleared	£ -		
	New payments to approve	-£ 5,705.60		
	CASHFLOW POSITION AS AT 30/05/2022	£ 11,545.49		
	Earmarked reserves	-£ 380.00		
	RESERVE/BUDGET POSITION AS AT 30/05/2022	£ 11,165.49		

Appendix B – HDC Report

There is very little to report from HDC at this early stage in the new administrative cycle.

The first meeting of the new Council took place on 24th May and the new Leader was confirmed as Cllr. Martin Boffey.

The Leader then read out the new Cabinet which comprises seven portfolios:

- Planning and Infrastructure
- Finance and Resources
- Climate Action and Nature Recovery
- Local Economy and Place
- Environmental Health, Recycling and Waste
- Leisure Culture and Green Spaces
- Housing Communities and Wellbeing

In addition, the Committee Memberships and Portfolio Advisory Groups were nominated and agreed.

Further to this, a new Water Neutrality management team, known as Sussex North Water Offsetting (SNOW) has been appointed by the Council with a dedicated Officer, in order to combat the biggest obstacle to current planning applications.

In the meantime, our Officers are busy training all the new Council members, comprising over half the membership (there has been a radical shift in political affiliations in the District!) as there is a very strong desire to get the new Local Plan agreed and progressed to Section 19 in the LP process. This involves multiple briefings and many hours of training meetings and will include a coach tour for all Members to inspect any strategic sites, yet to be announced, but will be reported on at the next BPC meeting.

We have a major Council Meeting tonight and I will also report to you on any further changes as a result of tonight's agenda.

With best wishes to the Parish

Roger

Cllr. Roger Noel