

## ***Bramber Parish Council***

### *Meeting Minutes* **Wednesday 26 October 2016** at Bramber & Beeding Village Hall

#### **PRESENT:**

Councillors R.Potter (Chair), N.Mills, M.Tilley, M.Crocker, N.Stubbs, J.Goddard, Mrs M. Goddard, Mrs D.Goodall and the clerk.

#### **IN ATTENDANCE:**

District Councillor David Coldwell, Neighbourhood Warden Michael Pearce and 1 resident

#### **1.APOLOGIES FOR ABSENCE:**

Apologies had been received from County Councillor David Barling.

#### **2. MINUTES**

The minutes of the last meeting held on 14<sup>th</sup> September 2016 were read and proposed by Councillor Crocker, seconded by Councillor Tilley, approved and signed.

The Chairman and Councillor Mrs Goddard will send an updated list of vulnerable people in the parish to Michael Pearce so that the lists agree.

**Action: R.P. and M.G.**

#### **3. OPEN FORUM**

Mr Aidan Aikman introduced himself to the council and said that he was attending the meeting on behalf of his mother and himself. He explained that his father had wanted Clays Field to remain an open space and that both he and his mother were fully supportive of this view. They both wished the council to know that they were fully supportive of the council's opposition to planning applications and of the Neighbourhood Plan including it as a Green Space. Mrs Aikman has always encouraged the use of the field as a community facility and has been concerned about the recent hostility which has arisen. Mr Aikman assured council members that the field would remain an open space. Both the Chairman and Vice Chairman thanked him for attending the meeting and for his support.

#### **4. REPORTS**

##### **District Council**

Councillor Coldwell referred to the proposals from HDC for the funding of the rural car parks. He felt that Bramber and Upper Beeding had more

in common in this respect than Steyning which has more and busier car parks.

He also reported that HDC has appointed a new Neighbourhood Planning Officer who will start in mid November. A seminar will be held in January . Recently there have been two disappointments as Henfield's plan was quashed on appeal by the High Court and Storrington's was dismissed by the examiner.

The Boundary Review has recommended the number of district councillors reduces to 47 but this does not affect this area.

### **Neighbourhood Wardens**

We have continued to patrol and monitor the river footpath. On Sunday the 9<sup>th</sup> we spent a two hours in the morning and in the afternoon conducting a survey to help provide information to the parish council as regards to its usage. Between 09:30 & 10:30 the path was used by 19 walkers and 1 mobility scooter. Between 12:00 & 13:00 there were 28 walkers and two Cyclists. We asked two cyclists to dismount and educated them regarding the use of the footpath, the general feeling from most walkers is that the problem has somewhat died down and that word seems to be getting around. We ourselves have witnessed that the vast majority of cyclists are now going around via the downslink path. We would consider that the signage is both well placed and effective and will continue to patrol the footpath in the coming months.

On Tuesday the 11<sup>th</sup> on patrol in Bramber, at approximately 15:45 two children who were walking home from school flagged us down. One of the young people was extremely distressed and crying as they had just been chased by a man dressed as a clown near Bramber Castle. We reassured them and carried out a quick search of the area but there was no trace. We took a description from them and escorted them home before returning to Bramber Castle to continue the search. No Trace. We called the Police to report details of the incident and later returned to the parents address to update and reassure. We haven't received any further reports relating to this "craze" but would like to remind residents to be alert and contact ourselves and the Police should they experience such an event.

We continue to monitor Bramber Castle car park as well as regularly patrolling the castle grounds on foot following reports of flints being taken from the walls of the Castle on two separate occasions. The Police are aware and are treating the incidents as a Heritage Crime. There has also been some recent fly tipping in the car park, which we are working hard to deter.

In addition, Michael said that there had been 2 serious incidents in Upper Beeding to which both the Wardens and Police responded. The Wardens are now considering setting up a monthly clinic where all residents would be able to discuss any concerns.

## **HALC**

Councillor Goddard reported that the last HALC meeting had been very poorly attended and that consideration was now being given to joining with other groups. The next meeting is a joint one with HDC.

## **JOINT PARISHES CEMETERY COMMITTEE**

The Chairman said that all decisions taken at this first committee of the former Burial Board will be ratified at the next meeting as the 3 days notice period now required had not been given:

All 3 Parish Councils have signed up to the Memorandum of Understanding between the councils and to the Terms of Reference for the committee.

If there is a time when further funds are required from the councils then this should be based on the ratio of Band D houses as used by the former SAYS.

It is still to be decided if people other than councillors should be co-opted on to the committee or whether they should be invited to specific meetings.

The Churches have been given the up to date information and all meetings will be open to the public. The Committee will be responsible for deciding the policies governing the use of the cemetery and the Clerk will be responsible for ensuring these policies are adhered to when considering applications. In the event of any issues that cannot be resolved through this route the Clerk will discuss with the Upper Beeding clerk and, if necessary, the Management Committee to reach a conclusion.

## **SAYS**

Councillor Goddard reported that the final meeting of the Trustees will be held in December to close the charity. The Management Committee will now have an extended brief to cover financial issues as well. The new M.O.U. will now state that the P.C.s will be signed up to the Management Committee and that Horsham Matters will now directly invoice individual councils for both employment and operational costs.

## **SSALC**

The clerk reported that she had attended the joint SSALC/WSCC meeting. There were 5 presentations from different sections of the council. Main points were:

The head of Highway Operations hopes that the proposal of the Community Green offer will become an agreement by April 1<sup>st</sup>. The council will provide training and resources for councils willing to take on more community duties. Meetings are being set up with interested councils. The change of the grass cutting contractor this year has meant

there have been many complaints and parishes were urged to complete work where necessary. Issues were raised about insurance and the county council will look into this.

Operation Watershed still has grants available and they are working with riparian landowners and Flood Action groups, as well as supporting Neighbourhood Plans and Water Management Plans.

Cali Sparks explained that S 106 was now being restricted to encourage CIL (Community Infrastructure Levy) and that each level of council had different responsibilities. The County identifies the range of strategic infrastructure (schools, libraries, waste etc.) The Charging Authority produces the local plan and sets and collects the levy and the Parish Council represents the local community, manages the neighbourhood and develops the plan and discusses with the charging authority when the levy is set. Any money received must be spent within 5 years. The importance of working with other parishes was stressed as the CIL fund will be unlikely to pay for all necessary infrastructure.

## **5. FINANCE**

a) The financial statement, showing a balance of £30,395.90 with a carry forward figure of £28,864.08 for Bramber and £1,531.82 for SWAB was presented. Approval was proposed by Councillor Mrs Goddard and seconded by Councillor Stubbs and agreed.

b) Councillor J. Goddard proposed that the council agree to fund the winter Flower baskets for The Street at a cost of £380 ex VAT. This was seconded by Councillor Mills and approved.

c) The clerk reported that some S106 monies originally allocated to the Walks for All project and not spent have now been re-allocated by HDC to Bramber for community projects meaning that the total available is £8373. In addition, there is £2930 allocated by SDNPA available for the Walks for All only.

d) The Chairman will contact Watts in the Garden to confirm the areas of work.

**Action: Chair**

## **6. PLANNING**

a) Update

### **New Applications**

**SDNP/16/04721/ADV      The Old Tollgate, The Street**

Erection of 2 x internally illuminated fascia signs and 1 x internally illuminated hanging sign

**DC/16/2265                      Saltings, The Street**

Fell 1 x Sycamore Tree (Works to trees in a Conservation Area)

**DC/16/2067                      Meadow Edge, The Street**

Fell 1 x Eucalyptus Tree and fell 1 x Silver Birch Tree (Works in a Conservation Area)

### **Decisions**

**DC/16/1355**

#### **Land North of Clays Hill**

Change of use of land for the keeping of horses and for the erection of a stable block with associated fencing and vehicular

**Application Refused**

**DC/16/1935**

#### **St Anthony's, Castle Lane**

Demolition of existing detached garage and sheds and the construction of a single storey rear extension and two storey side extension

**Application Permitted**

**DC/16/1949**

#### **6 Kingsmead Close**

Single storey rear extension and associated remodelling

**Application Permitted**

**DC/16/1825**

#### **Lime Trees, The Street**

Surgery 1 x Yew Tree

**Application Permitted**

**DC/16/2081**

#### **39 Coombe Drove**

**Application Permitted**

Surgery to 2 x Copper Beech Trees and 1 x Horse Chestnut Tree

The council then considered the application SDNP/16/004721/ADV for the erection of 2 internally illuminated fascia signs and 1 internally illuminated hanging sign at The Old Tollgate.

Councillors unanimously agreed that this application be opposed as the signs were considered to be inappropriate and not in keeping with the street scene and particularly as this is a Conservation Area. In addition, there are no illuminated signs in the village and this would set a precedent. Clerk will inform HDC.

**Action: Clerk**

## **7. NEIGHBOURHOOD PLAN**

Councillor Mills reported that a letter had been received from HDC saying that an appointment had been made for a new Neighbourhood Planning officer to start in mid November. This may mean a further delay for the SWAB plan as due to the failure of two local plans the pre-submission document will need to be scrutinized further. The eighth version of this document is almost completed.

## **8. HIGHWAYS**

A letter had been received from HDC following the September meeting regarding the introduction of car parking charges. The advised option from HDC was that Bramber PC take over the management of the car

park at a cost of approximately £1400 per year. There was much discussion around the rights of certain properties and garages to have free access if HDC retained the management, whether parking charges should be made and how it would affect usage and if such events as a Farmers' Market could be held to cover costs. Concern was also shown about the level of insurance necessary if Bramber took it over and Councillor Stubbs will look into this. The Chairman said he would draft a response reflecting what he believed to be the feelings of councilors, circulate this to them for agreement and subsequently send to Horsham DC.

#### **9. PARISH PLAN**

The priority of the TRO request for the proposed changes at the Castle roundabout are being discussed at the next CLC meeting on 23 November.

The appeal at Bramber Brooks having been dismissed, the land is now back on the market. Two of the Castle View properties are now rented. The proposal to abolish the drainage boards has now been agreed by the Secretary of State and the Environment Agency is to organise a ditch clearing demonstration for interested residents on 01 November. Bramber residents are to form a group for the management of the ditches.

**Action:Chair**

#### **10. ENVIRONMENT**

a) A notice has been received regarding the dedication of a public bridleway north of and parallel to the A283 Steyning bypass and to the west of bridleway 2296/1.

b) Christine Supiot reported complaints about the width of bridleway 3171 due to overgrown shrubs and vegetation. She has written to the landowners and this has also been taken up by WSCC who will also contact them

#### **11. CORRESPONDENCE**

Information was given about the HDC Prevent Strategy workshop and the Horsham Electoral Review.

#### **12. DATE OF NEXT MEETING**

The next meeting will take place on **Wednesday, 30 November 2016** at **7.00 p.m.** in Beeding and Bramber Village Hall.