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The Minutes of the Annual Council Meeting of the Bramber Parish Council that took place at the Beeding and Bramber Village Hall on Wednesday 17th May 2023 at 7:05pm.

Present: Cllr A. Blakelock (Chair), Cllr Croker (Vice-Chair), Cllr H. Bayford, Cllr S. Blakelock, Cllr Goodall, Cllr Kitson and Cllr Tilley.

In attendance: Paul Richards (Parish Clerk).

Members of the public – One.

The outgoing Chair (Cllr Burstow) thanked her colleagues for their support during her Chairmanship and welcomed newly elected Cllr Bayford. Cllr Burstow, as outgoing Chair, opened the meeting.

68. Election of Chair – Cllr Croker proposed that Cllr A. Blakelock be elected as Chair. This was seconded by Cllr Kitson. As there were no other nominations, Members **AGREED** this proposal and Cllr A. Blakelock was duly elected and took the Chair. She thanked her colleagues and accepted the position by signing the Declaration of Office.

69. Election of Vice-Chair – Cllr Goodall proposed that Cllr Croker be elected as Vice-Chair. This was seconded by Cllr Tilley. As there were no other nominations, Members **AGREED** this proposal and Cllr Croker was duly elected as Vice-Chair. He thanked his colleagues and accepted the position by signing the Declaration of Office.

Cllr Croker proposed a vote of thanks to the outgoing Chair, Cllr Burstow, for her service to the community. This was **AGREED**.

70. Apologies for absence – Cllr Green and HDC Cllr Noel.

71. Declarations of interest – none.

72. Minutes of the previous meeting – 19th April 2023 – The minutes, circulated previously, were **AGREED** by the Members, and were duly signed by the Chair.

73. Matters arising.

- Item 60 – Overnight parking in the car park. The Clerk was requested to write to Cllr Noel for an update.

74. Public Session

A member of the public referred to the presentation in the Annual Parish Meeting relating to the White Bridge link. She asked if equestrians could ride their horses on the link in the future. The Chair advised that the landowners had not given permission for the link to be used by equestrians; only pedestrians and bicycles. She suggested these landowners might not be amenable to changing the status of the link in the future adding if equestrians used the WBL path it would need to have "Bridleway" status and would need to be constructed differently in order to cope with horses.

75. Co-Option of a new Councillor – the clerk advised that, following the recent uncontested elections, one vacancy remained on the parish council. Member **AGREED** that the Clerk advertise the vacancy and that they should all encourage residents to apply.

76. To discuss and agree Committee Membership – Members **AGREED** to continue the all-Council membership of the Planning and F&GP committees.

77. To discuss and agree representatives on outside bodies - Members **AGREED** the following representation.

- HALC (2 x reps) – Cllrs A. Blakelock and Kitson;
- Joint Parishes Cemetery Committee – Cllrs S. Blakelock and Green;
- Joint Parishes Youth Committee – Cllr Bayford;
- Climate Change (Knowledge Hub etc.) – Cllrs Tilley and Croker (as HDC Councillor);
- Wardens – Cllrs Goodall and the Clerk;
- Village Hall Committee – Cllr Tilley;
- Steyning and District Community Partnership – Cllrs Croker and A. Blakelock; and
- SDNPA parish council representative – no nomination.

Members also noted the excellent work on PROWs and footpaths undertaken by Christine Supiot. They were pleased to note that she had agreed to provide updates to them on these matters.

78. To discuss and agree policies and standards – Members **AGREED** to approve all BPC Standing orders, financial regulations and all other policies and procedures.

79. Reports.

- a) WSCC** – no update. Members noted the continued absence and lack of updates from WSCC Cllr Linehan. Important updates were required from him, and his absence prevented Members from understanding the progress on projects e.g., 20mph campaign. The Clerk was asked to write to him and express their dissatisfaction.
- b) HDC** – Cllr Croker reported that, due to council elections, no meetings had been held. The change in political administration meant that committee membership roles were being reviewed by the majority group
- c) Neighbourhood Wardens** – the April report was noted however Members reported that the data analysis totals did not add up. The Clerk was asked to write to the Warden Supervisor for clarification.
- d) Joint Parishes Cemetery Committee** – no meeting.
- e) Joint Parishes Youth Committee** – no meeting.
- f) HALC** – Cllr A. Blakelock reported that there had been no new meeting.
- g) Village Hall** – Cllr Tilley advised that there had been two recent meetings. Hall finances remain healthy however a slight loss on the year was reported due to the cost of installing solar panels. Future expenditure will include a refurbished kitchen (August), new doors (July) and a repaint in August. Future bookings are good.
- h) Website** – Cllr Tilley advised that user sessions had fallen slightly in the month. The overall annually availability for the site was 99.9%.
- i) Steyning and District Community Partnership** – Cllr A. Blakelock reported that the status of all activities and projects can be found on the Partnership website adding that SDCP are in the process of looking for funding.

80. Finance and General Purposes - Members **AGREED** that the payments for May 2023 be paid (see appendix A for the payments schedule).

81. Planning.

- a) Applications.**
 - **DC/23/0615 - Chalk Hills, Sopers Lane, Bramber** - Erection of a first floor extension over existing garage and additional alterations to dwelling.
Members voted to OBJECT to the application (5 votes for with 2 abstentions) as the proposed wooden cladding and metal roof conflicted with the parish design statement and detracted from the local street scene.
- b) Other Planning matters** – none.

82. Highways and Public Rights of Way.

- Cllr Kitson referred to the notification by HDC of the installation of EV points “...in The High Street”. He noted that there was no such address, but it was assumed it was meant to be in the car park in The Street. Members also asked for clarification on location, signage and what action would be taken if a non-electric car would be parked in a space allocated for electric cars. The Clerk was asked to write to HDC accordingly; and
- Cllr Croker referred to his latest MVAS data which showed that 50% of the vehicles recorded in The Street had exceeded the speed limit, with 15% exceeding 25mph.

83. Consultations – None received.

84. English Heritage/Bramber Castle – no update.

85. Environment – Cllr Tilley advised that the Bramber Brooks site remains for sale. He also advised that the EA had further delayed the installation of ponds on the site. Due to the delay, a new planning application might be required.

86. Climate Emergency and Steyning Greening 2030.

- a) **Greening Steyning** – Cllr A. Blakelock advised that details of forthcoming events were on the Greening website including dates for the Repair Cafe, Community Fridge, Home Energy Help Desk and Greening Café.
- b) **20 mph zone project** – Cllr Croker advised that WSCC Highways and Cllr Linehan had suggested that the proposed scheme be reduced in scope; this would exclude the majority of proposals in Bramber parish. A meeting of the project working party will be called to review WSCC’s suggestions and proposals. Cllr Goodall was dismayed to note that the cost of signage was between £70,000 and £90,000. Cllr Croker agreed and noted that WSCC Cllr Linehan had offered to attend the next Working Group meeting.

87. Correspondence – the report was noted.

88. Items for inclusion on the next Agenda – none.

89. Date of the next meetings.

- The next **Ordinary Parish Council meeting** will be on Wednesday 14th June 2023 at the Beeding and Bramber Village Hall commencing 7pm.
- **Planning Meeting** – TBA subject to receipt of planning applications.

The meeting closed at 20:26.

Signed..... Chairman

Date.....

