

Bramber Parish Council
Bramber Brooks Management Committee Meeting
Bramber & Beeding Village Hall
Wednesday 23rd January 2019 at 6.30pm

Committee Members Present: Cllr Sarah Green, Cllr Mick Tilley, Ms Brianne Reeve, Mr Jefferson Cann, Ms Kate Cann, and Mr John McCarthy.

Members of the Public Present: 1

Minutes: Rebecca Luckin (Clerk)

MINUTES

1. Apologies for Absence

a) Apologies were received and accepted from Cllr Roger Potter.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of the previous meeting – 13th November 2018

Subject to an amendment, the minutes of the meeting of 13th November 2018 were approved as a correct record of the meeting and duly signed by the Chairman. **Agreed.**

4. Matters arising

- a) Terms of Reference – Agreed and circulated.
- b) Local Nature Reserve application – Agenda item.
- c) Memorandum of Understanding – Agenda item.

The Chairman adjourned the meeting

5. Open Forum

- a) Mr Nick Mills confirmed that the Riversong Group Ltd would provide refreshments for the forthcoming Bramber Community Orchard Day – 10.00am Saturday 2nd March 2019. Riversong has purchased trees for planting.
- b) A Community Orchard update was circulated prior to the meeting.
- c) A temporary information board will be sited at the entrance to the nature reserve.

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| Action | Item for the next agenda – signage design and cost | Clerk |
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- d) The Environment Agency is yet to advise on the exact location of proposed ponds. An archaeological officer has been on site while trial pits have been dug, but has not found anything of note. Fencing at the entrance to the site has been re-instated.
- e) The Environment Agency will be undertaking a drone survey that will include a topographical assessment of the site.
- e) Upper Beeding Primary School visited recently, with 70 pupils, and undertook a 'spooky walk'.

f) South Downs Nursery Forest School have indicated that they would like an area of the reserve for their activities.

g) The Towers School is keen to be involved in the project.

h) A barn owl box has been placed and one owl has been sighted flying over the site.

i) Ownership of part of the land will be transferred.

J) An archaeological survey will be undertaken in due course.

K) With regard to H&S, visitors will be encouraged to take responsibility for themselves and schools will undertake Risk Assessments. Public liability insurance is currently in place.

Advice will be sought from Woods Mill regarding safety notices and warnings.

Action Liaise with Woods Mill, Henfield Mrs K Cann

Action Seek advice re tree management Mr N Mills

l) Mrs K Cann had met with an English Heritage representative and discussed linking with Bramber Castle in future, with possible grant funding being available.

Wildlife margins will be left when castle grounds are mown.

m) The U3A will visit Bramber Brooks in April.

The Chairman reconvened the meeting

6. Local Nature Reserve designation

a) Following submission of documents to Natural England (NE), they had responded with a recommendation that the Committee should consider a Memorandum of Agreement (MOA), rather than a Memorandum of Understanding (MOU) which would carry more weight as a legal document. NE had requested further information on the Riversong Group Ltd. With regards to thistle management, mechanical methods were used prior to herbicide, however, now that the situation is more manageable, mechanical methods will be used going forward.

Action Investigate differences between MOU and MOA and advise on implications. Clerk

Action Advise NE that would prefer agreement with local authority, Bramber PC, rather than HDC. Clerk

Action Provide info on Riversong as required Clerk

Action Item for the next agenda - MOA Clerk

7. Memorandum of Understanding (circulated to Members prior to the meeting)

a) Committee Members to consider and agree MOU – following advice from Natural England, Committee Members agreed to defer discussion to the next meeting, as above.

8. Finance Update

a) Income received - £10,201.14. Expenditure - £8,870(+VAT). Balance remaining = £1,331.14. The Clerk advised that funds may be required for signage and for a MOA, if HDC Legal Dept are to draft the document.

9. Date of the next meeting – date to be agreed – 6.30pm 14th or 21st March, subject to room availability.

The Chairman closed the meeting at 7.30pm