



CONTACT - Paul Richards, Parish Clerk

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The Minutes of the virtual Ordinary Council Meeting of the Bramber Parish Council via a Zoom video conference on Wednesday 6th January 2021 at 7pm.

Present: Cllrs Potter (Chair), Cllr A. Blakelock, Cllr S. Blakelock, Cllr Croker, Cllr Day, Cllr Green, Cllr Goodall, Cllr Kitson, Cllr Tilley and seconded (non-voting) member Mrs Burstow.

In attendance: WSCC Cllr Barling, HDC Cllr Noel and Paul Richards (Parish Clerk).

Members of the public: None

1. Apologies for absence - None.

2. Declarations of interest - None

3. Minutes of the previous meeting – 6th December 2020.

Cllr A. Blakelock proposed that the Minutes be approved as a correct record of the meeting. This was seconded by Cllr Goodall. The Minutes were **AGREED** by Members and were duly signed by the Chairman.

4. Matters arising.

- **176 - Highways** - Clerk to check S106 status for any 'Transport' funds and write to SPC to request to join their process - £6,821 available and the Clerk has written to Steyning PC;
- **177 – Precept** - Clerk to apply to HDC for the Council approved precept amount – Completed;
- **171 - Planning - SDNPA/20-03470 - Land South of Kingsmead Close, Bramber - Fell 16 Ash Trees.** The Clerk reported that BPC had objected to this application but that the National Park had approved it. Members noted that the SDNPA officer's report did not refer to BPC's reasons for objection. The Clerk was asked to write to the SDNPA Head of Planning and ask why BPC's comments were not considered - Awaiting response from SDNPA;
- **181 - Police meeting** - Clerk to provide Ch Insp Leadbeater contact details to Cllr A Blakelock – Clerk to resend details;
- **183 - Toilet refurb** - Cllr S. Blakelock to forward contractor quotes to the Clerk - Quotes now received and an application sent to HDC for grant funds;
- **184 – Environment** - Clerk to write to WSCC Cllr Barling to ask for 'Crossing ahead' signs before Bramber Bridge. Also, to advise hedge visibility issue with the hedge by the riverside walk at the entrance to the Bridge - WSCC Cllr Barling has forwarded the request to the Highways Team; and
- **186 – HR** - Clerk to send JD and appraisal proforma to Cllrs Green and Mrs Burstow - To be done in Jan 2021.

5. Open Forum - None

6. Covid 19 update

The Chairman advised that WSCC Cllr Barling would give an update in his report.

7. Reports

a) **WSCC** – WSCC Cllr Barling provided an update that included: -

- **Covid** – residents in West Sussex, and nationally, face a serious epidemic situation and asked that everyone spreads the message to stay local to save lives. He referred to the impressive national roll-out of the vaccine and advised that the local briefing he had received from the Covid Minister could be shared;
- **Budget** – He anticipated that the 2020/21 WSCC budget might balance as HM Government continue to fund the additional costs incurred during the Covid crisis. The County Council are preparing the 2021/22 budget but the figures within are based on assumptions yet to be confirmed by HM Government. The priority will remain to fund operational services and Covid redeployment;
- Cllr Croker referred to the Love West Sussex app that seemed to close the report immediately upon receipt (in that the job had been referred to a contractor to attend to the issue). He suggested that this report was not 'closed' and would only be so once completed. WSCC Cllr Barling agreed to raise this issue with his team;
- Cllr A Blakelock asked if WSCC Cllr Barling had met with his Highways team regarding the pedestrian crossing at Castle Lane adjacent to the By-Pass. He advised that he and his staff are not attending physical on-site meetings due to the lockdown and that all such meetings are on hold; and
- It was reported that the trees at the bottom of Clays Hill had received a radical and severe cut-back and asked if it was WSCC or the landowner that had done such a poor job. WSCC Cllr Barling knew that the WSCC team will attend to the overhanging trees at the top of Clays Hill but would enquire as to who had completed the works at the bottom of the hill.

b) **HDC** – HDC Cllr Noel reported that: -

- He had now joined the Parish Council at Woodmancote and that, for future meetings, Cllr Croker would provide the HDC updated for Woodmancote and that he would provide the update for BPC;
- No HDC meetings (save for Planning) had occurred since the last BPC meeting and the Council continues to concentrate resources to assist the Covid epidemic. Following the recent enhanced lockdown measures, all HDC parks remain open for exercise but all ball courts, gyms and skate parks are closed. Refuse collections and Civic Amenity sites will continue as normal. The local Hubs remain up and running; and
- HDC continues to process the additional small business grant applications but are still awaiting the next tranche of money from the Government to fund the grants. This is having a detrimental impact on HDC's finances; and
- HDC will meet on 10th February 2021 to review the final draft of the new Local Plan.

c) **Neighbourhood Wardens** – The Chairman referred to the Wardens' report, circulated previously, but noted that there was not much activity related to Bramber.

d) **Joint Parishes Cemetery Committee** – no update. Next meeting on 25th January 2021.

e) **Joint Parishes Youth Committee** – Cllr Green referred to the last meeting held in December 2020 that looked at the provision of on-line support and future service delivery. The next meeting is scheduled for 8th February 2021 and she will provide a further update to Members at their next meeting. The MOU had been discussed and will be re-drafted for the coming year. No material changes are proposed.

- f) **HALC** – no meeting held.
- g) **Village Hall** – no meeting held. The next meeting is due in the next two weeks.
- h) **Website** – Cllr Tilley reported that no additional requests had been received from residents to sign up to the Gigabit Broadband proposal. As only 8 applications had been received, Cllr Tilley suggested that no further action be taken.

8. Highways and Public Rights of Way

- Cllr Croker provided an update on the Steyning Parish Council (SPC) proposals to introduce a 20mph speed limit into certain areas of their parish. At the SPC Community Committee meeting held on 5th January 2021, their Members agreed to include BPC into their project. Members **AGREED** that Cllrs Croker and Goodall be appointed to represent BPC at the SPC Working Group;
- Cllr Croker advised that he proposes to move the MVAS to lighting column 18 to the east and north of The Street. Cllr Day and Mrs Burstow referred to other possible future locations for the MVAS and Members **AGREED** that Cllrs Croker, Day and Mrs Burstow will meet to review alternative MVAS locations;
- The Clerk provided an Upper Beeding & Bramber Community Speedwatch update and advised that he has now received the radar device. Operations can now commence once he had provided additional training to the Speedwatch members. He advised Members that only one location in the Parish had been approved for operation use and asked Members for any other possible locations. After discussion, Members **AGREED** that the site by the cul-de-sac in Clays Hill be requested as an approved site;
- The Chairman referred to an application to site a memorial bench. Two locations had been provided; one in Bramber (to the west of the river) and one in Upper Beeding (to the east of the river). Members advised that obtaining permission for the Bramber side of the river is a tortuous process involving many stakeholders including the Crown, EA, landowner, WSCC and the District Council. The Clerk was asked to write to the applicant with the necessary information;
- The Chairman referred to flooding issues at Riverside Cottage and suggested that the wall outside the property be extended to the bridge to provide an additional flood barrier. He suggested that such an improvement might stop water flowing down The Street in severe high tide conditions. WSCC Cllr Barling reminded Members that Operation Watershed provides funding for flood issues and might be of assistance. After review and discussion, it was **AGREED** that the Chairman contact the EA to assess the suitability of such a barrier;
- Cllr Goodall advised that path to St. Mary's is prone to flooding (adjacent to the Walks for Life path) and suggested that the ditch need to be cleared. The Chairman advised that he would talk to the relevant landowner.

9. Finance and General Purposes

- a) **Payments** – Members **AGREED** that the payments for January 2021 be paid (see appendix A for the payments schedule).

10. Planning.

a) Applications

- **DC/20/20-03957/Plot 3, Annington Farm, Bramber** - Part retrospective application for the erection of fencing and a mobile field shelter for agricultural use.
Members voted to object to the application - Votes for 0, against 9 with no abstentions.

Members noted that the erection of fencing and the field shelter had not received prior approval and that this was a retrospective application that also included an intention to micro-farm the land.

The site is in Flood Zone 3 and is subject to waterlogging therefore unsuitable for farming or for the keeping of livestock. Members noted that access to the site is only via the public footpath and were not aware of any permitted vehicular access to the site. They were concerned that the creation of a fenced area in this wilderness site would have a detrimental impact on the biodiversity and habitat of this floodplain. It would set a dangerous and unnecessary precedent to build on this wilderness site and could create an allotment type feel for the land which is not in keeping with the habitat.

- **DC/20/2508 – Copthorne, Maudlyn Parkway, Bramber** - Erection of single storey rear extension.

Members voted to support the application - Votes for 9, against 0 with no abstentions

b) Decisions - none

11. Youth Provision – no update.

12. Neighbourhood Plan – no update.

13. Covid-19 vaccination programme - discussed at item 7.

14. Newsletter.

The Clerk was asked to arrange a meeting with Cllrs Green and Potter to review the headings and content of the next newsletter.

15. Public Toilet.

a) Opening hours, cleaning and Covid-19 implications – due to the increased lockdown requirements, Members **AGREED** to close the public toilets until further notice. The Clerk was asked to advise the cleaner accordingly.

b) Refurbishment – the Clerk advised that he now has the necessary quotes and will write to HDC to apply for grant funding.

16. Environment.

The Chairman advised that a local resident had reported a blocked outlet to the river 150 yards to the north of the Upper Beeding bridge. The EA will address this issue.

17. Climate Emergency and Steyning Greening 2030.

- Cllr A. Blakelock advised of a successful session at the Steyning Farmer's Market where the Biodiversity Working Group demonstrated bird boxes and single use plastic recycling initiatives. There will also be a biodiversity training session scheduled to teach residents to identify different habitats with an aim to map the various habitats in Steyning, Bramber and Upper Beeding; and
- The Chairman reported that the Heating Working Group are planning to produce videos to show how homes can become more eco-friendly e.g., air-sourced heat pumps. He also referred to the WSCC Climate Change meeting (details circulated previously) that Members could join if they wished.

18. Correspondence.

DATE	FROM	SUBJECT
27/11	HDC	Will Jones retiring
30/11	Clerk	Papers for meeting
2/12	Clerk	SDNPA decision re trees at Kingsmead
3/12	Wardens	Monthly report
8/12	WSCC	Road closure
8/12	SDNPA	Newsletter
8/12	HDC	Travellers
9/12	Police	Road network update
14/12	Clerk	Minutes of last meeting
15/12	HDC Planning	Compliance cases
15/12	Clerk	Planning application DC/20/2339
17/12	PCC	PCC Survey request
17/12	Clerk	More on WSALC AGM
21/12	Clerk	Travellers on the move
21/12	SDNP	Newsletter
23/12	SDNP	Presentation to Parish Councils
29/12	WSCC Resilience Forum	Update

Cllr Tilley referred to the recent email regarding a proposed change to the HDC Public Open Spaces Order. The Chairman asked Members to email any comments to the Clerk.

19. Items for inclusion on the next Agenda

- Planters – who manages and maintains. The Clerk was asked to write to HDC to enquire who maintains the planter in the car park in The Street.

20. Annual Parish Meeting (APM).

The Chairman reminded Members that the APM is scheduled for 7th April 2021. After discussion, Members **AGREED** that the meeting could be a virtual one, should be topic based and should be relatively short in duration.

21. Date of the next meetings

- Ordinary Meeting – 10th February 2021
- Planning Meeting – 20th January 2021

The meeting closed at 21:08

Signed..... Chairman

Date.....

