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**The Minutes of the Ordinary Council Meeting of the Bramber Parish Council that took place at 7.00pm on Wednesday 12th February 2020 at the Beeding and Bramber Parish Hall**

**Present:** Cllrs Roger Potter (Chair), Sarah Green (Vice-Chair), Ann Blakelock, Steve Blakelock, Mike Croker (HDC), Dave Kitston, Diana Goodall, Trevor Bignell and Mick Tilley.

**In attendance:** WSCC Cllr David Barling and HDC Cllr Roger Noel.

**Members of the public:** 1

**Minutes:** Paul Richards (Parish Clerk).

**17. Apologies for absence**

Apologies were received and accepted from Cllr Croker (who would be late) and HDC Cllr Roger Noel (full council meeting in Horsham).

**18. Declarations of interest**

None

**19. Minutes of the previous meeting – 8th January 2020**

Cllr A. Blakelock **proposed** that the minutes of the meeting of 12th December 2019 be approved as a correct record of the meeting. This was **seconded** by Cllr Kitson. The minutes were **AGREED** by Members and were duly signed by the Chairman.

**20. Matters arising**

- a) Clerk to request precept – actioned.
- b) PDF and circulate press release to Councillors – actioned.
- c) Report walkway to Love West Sussex - actioned
- d) Contact Steyning PC for copy of agreed Youth Service contract – emailed Steyning Clerk 13.01.20.
- e) Draft 'green' proposal for consideration by Full Council – Cllr A Blakelock – agenda item 28 (a)
- f) Inform Henfield PC of decision regarding Inter Parish Group – emailed Clerk 13.01.20
- g) Walks for All benches – Cllr Potter to order benches for contractor to install.

**21. Open Forum**

None

**22. Reports**

- a) WSCC Cllr David Barling reported the following: -
  - Budget - At the WSCC budget meeting on 14<sup>th</sup> February 2020, the proposal to increase Council Tax by 3.9% for 2020/21 was approved. Given the revenue reduction from Government, the

increase was required to fund and maintain essential services including Adult Social Care, Children Services and Fire & Rescue services;

- UKPN cables – Together with Cllr Croker, he has seen UKPN’s contractor Project Manager to review traffic management options in Maudlin Lane. He reported some damage to the banks and may require the contractor to re-landscape once works are complete. The Chair advised of another 8-day works notice;
- Clays Hill – the WSCC Highways Steward has confirmed that WSCC will cut back most of Clays Hill but residents will still need to cut back foliage from their own properties;
- Potholes – all reported. A large pothole in Coombes Road has been reported to the Highways Steward;
- Soft Sand Review – the application will go to the planning stage and concerns from local councils can be addressed at that time;
- Caravans - Cllr Tilley reminded Cllr Barling of the caravans in the car parks. He advised that the County Solicitor has issued removal notices. The first caravan has left but second remains;
- New MP – he is happy to meet with local councils; and
- The Chair reported that parishioner adjacent to St Nicholas Church had two bullets shot through her window. The Police and Neighbourhood Wardens are aware, and the windows have now been replaced. Cllr A. Blakelock also reported similar incidents in Castle Lane.

b) HDC – Cllrs Croker and Noel to report.

- HDC Cllr Noel reported that the HDC local plan review is ongoing and starts on 17 February 2020 for a 6-week consultation period. No decisions have been made on any of the 9 strategic sites that have come forward to date. He advised Members to submit comments on the draft plan; and
- Cllr Croker advised that: -
  - A 2% budget increase had been approved by HDC. The reason for the increase was driven mainly by the reduction by WSCC of £800k recycling credits;
  - Issues relating to Planning housing allocation should be referred to the local MP as it was Government who had created the standard methodology calculations;
  - A new HDC Tourism website, ‘Discover Horsham’, had been launched; and
  - Consultation regarding the second emergency runway and airspace controls at Gatwick Airport has commenced. Cllr Croker will get details on the consultation and circulate to Members.

c) Neighbourhood Wardens – the Steering Group meeting was held on 29<sup>th</sup> January 2020. The notes from that meeting were circulated by the Chair. The Chair advised that a Warden’s supervisor had also been appointed (ex-Police Officer).

d) Joint Parishes Cemetery Committee – Cllr S. Blakelock reported that the Committee is looking for land to extend the cemetery.

e) Joint Parishes Youth Committee – the last meeting was held on 6<sup>th</sup> February 2020. Money from the sale of the Bongo Bus will be ring fenced. Low number of recent attendees were reported but as per seasonal norms. Jo Bell gave a good presentation and feedback on services will be requested via a survey.

f) HALC – Meeting held on 27<sup>th</sup> January 2020 at Coolham Village Hall. Cllr A. Blakelock’s notes and minutes have been circulated. She advised that the Shop watch initiative could be of interest to local businesses.

- g) Village Hall – Cllr Tilley reported that there was a meeting three weeks ago. A Maintenance Officer is to be appointed. Fund raising events were planned to include the HDC lottery. The 200 club is short of members. The AGM will be held in April 2020.

### 23. Finance and General Purposes

- a) A payment list, as at 12<sup>th</sup> February 2020, for the value of £2,011.23 was presented by the Clerk for approval. Cllr Goodall **proposed** that they be approved, and this was **seconded** by Cllr Green. Members then **AGREED** to approve the payments.
- b) S106 Report has circulated to Councillors.
- c) Councillors were asked to consider and agree a request from Horsham branch of Citizens Advice Bureau (CAB) for financial support. The Clerk was asked to check with the CAB what services have been provided to Bramber residents.
- d) Bank Resolution – the resolution to change bank signatories and office details were **AGREED** by Members.

### 24. Planning

- a) **Applications**  
None
- b) **Decisions:**  
**DC/19/2360** – Serendipity, 4 Maudlyn Park, Bramber - Surgery to 2 x Beech Trees – **PERMITTED**
- c) **Councillors to consider and agree a response to the Soft Sand Review of the WSCC Joint Minerals Local Plan.** WSCC Cllr David Barling had advised Members to respond to the application at the planning stage. Members **AGREED** to this approach
- d) **HDC Local Plan Regulation 18 Consultation** – Cllr Croker has highlighted concern over statements regarding Bramber, with an explanation being provided by Catherine Howe (HDC Head of Strategic Planning). The Chair advised that BPC's NHP consultant will run a workshop to enable informed feedback to HDC. The Clerk was asked to arrange a date for the workshop.

*1955 Cllr Croker entered the room*

### 25. Highways and Public Rights of Way

- a) Cllrs Green and A Blakelock had yet to meet regarding the Heritage Walk Festival event (2.30pm Monday 15th June 2020). Cllr A Blakelock is in conversation with St Mary's to finish the walk at that location. A walk time of between one and a half and two hours is proposed.
- b) Cllr Croker provided an update on the footway improvements at the junction of Clays Hill and Maudlin Lane. He reported that he is awaiting WSCC scheme updates.
- c) Footpath #3204 (river side path) – The state of the path has been monitored by the WSCC Countryside Ranger who will liaise with the Environment Agency and the landowner regarding repairs which may not take place until the summer due to surface conditions and accessibility issues. The Chair advised that the landowners have been identified and will have responsibility for repairs.
- d) Broken bollard at Castle Lane – the damage has been reported on Love West Sussex by Cllr Croker who advised that WSCC will replace it. Cllr Green reported storm damage and fallen trees in the moat by the castle. This has been reported to English Heritage who will pass details to their landscape team.
- e) Raised footway at Maudlyn Lane – WSCC to repair broken handrails and HDC will clear the path of fallen leaves.

## 26. Youth Provision

- a) The Chair has circulated the amended versions of the MOU and draft contract for approval. It was **proposed** by Cllr A. Blakelock to accept these and this was **seconded** by Cllr Green. Members **RESOLVED** to approve the MOU and draft contract.
- b) Members **AGREED** to approve additional expenditure of £185 on identified youth activities.

## 27. Neighbourhood Plan update

The Chair advised that HDC had handed over the neighbourhood planning support role to SDNPA consultants. The Chair will chase HDC's consultants to check on the latest position.

*HDC Cllr Roger Noel entered the room*

## 28. Environment

- a) Members considered a motion proposed by Cllr A. Blakelock that Bramber Parish Council should declare a climate emergency and should lead by example. Cllr Blakelock's supporting paper had been circulated previously. After review and discussion, Members **RESOLVED** that Bramber Parish Council should declare a climate emergency and should lead by example. Specific actions were also **AGREED**.
  - Cllr Tilley agreed to ask the Beeding & Bramber Village Hall management committee about their electricity tariff and the use of single use plastic cups and glasses;
  - Future BPC contracts to include a clause prohibiting the use of single use plastic cups;
  - BPC to review paperless options for the newsletter and/or the use of recycled paper. The Clerk was asked to send a copy of the Lancing PC newsletter example to Members;
  - Buses that travel through the village should be hybrid. Cllr Green confirmed that existing bus services did comply; and
  - Publicise and keep Climate Emergency matters on the agenda.
- b) Cllr Potter advised that he is in regular contact with the Environment Agency regarding footpath maintenance and potential flooding of the riverbanks. He referred to the recent high tide on 10 February 2020 where water at the Bridge was 10" from breaching. BPC Members deployed flood sacks to Upper Beeding residents and over 60 sacks were distributed. Members were reminded of the individual EA alert message system and **AGREED** that this matter be added into the next newsletter. Cllr Tilley advised that he had received a Sussex Wildlife letter that suggested an eco-survey will be conducted as part of the Adur water meadow study.

## 29. Inter Parish Group

The Chair reminded Members that they agreed previously to not join the Inter Parish Group (IPG). They have now asked that Bramber Members reconsider as the IPG are planning a joint response to HDC's draft local plan. After review and discussion, Members **AGREED** to not join this Group.

## 30. Correspondence

- a) 13/01/2020 – HDC Joint Action Group – invitation to submit concerns.
- b) 13/01/2020 – Greg Charman, HDC, notes regarding Wardens and PCSO's.
- c) 13/01/2020 – SALC e-bulletin
- d) 14/01/2020 – HDC link for relaunched *Discover Horsham District* website.
- e) 15/01/2020 – SDNPA – Take the Lead campaign.
- f) 16/01/2020 – SDNPA – E-news bulletin.

- g) 23/01/2020 – Sussex Police and Crime Commissioner snap poll – Councillors to respond as members of the public.
- h) 27/01/2020 – SALC – E-news bulletin.
- i) 28/01/2020 – WSCC Highways E-news bulletin.
- j) 28/01/2020 WSCC Town & Parish news
- k) 03/02/2020 – HDC – Conduct of members/meetings; HDC – Local Plan update sign-up; Wardens - combined parishes monthly report for January
- l) 05/02/2020 – SALC Bulletin

**31. Items for inclusion on the next Agenda**

**32. Date of the next meetings:**

- **Planning Sub Committee** – 6:30pm on either the 2<sup>nd</sup> or 3<sup>rd</sup> March 202 at the Beeding and Bramber Parish Hall **(to be confirmed)**
- **Annual Parish Meeting** - 7.00pm Wednesday 11<sup>th</sup> March 2020 at The Music Room, St Mary’s House, The Street, Bramber.

The meeting closed at 21:06

Signed..... Chairman

Date.....