

## ***Bramber Parish Council***

*Meeting Minutes*  
**Wednesday 17 February 2016**  
at Bramber & Beeding Village Hall

### **PRESENT:**

Councillors R. Potter (Chair), M. Tilley, M. Croker, Mrs M. Goddard and the clerk.

### **IN ATTENDANCE:**

Councillor David Barling, Councillor David Coldwell and Michael Pearce (Neighbourhood Warden).

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

Apologies were received from Councillors N. Mills, J. Goddard, N. Stubbs, Mrs D. Goodall and Ms J. Howley.

### **2. MINUTES**

The minutes of the previous meeting held on 06 January 2016 were agreed and signed.

Matters Arising:

3. The broken directions sign has been replaced by the contractor.

8. The clerk reported that WSCC has a moratorium on the S106 Highways funding at present. Councillor Barling said that he expected it to be lifted soon. Further update on the speed sign was not available as Councillor Goodall was not present.

9. The Chairman reported that a suitable location had been agreed for the dog bin on the Walks for All footpath. This will be near the start of the walk opposite the mobile home park. The bin will cost in the region of £200 and emptying cost will be £9-10 per month.

Councillor Tilley proposed that this should be instigated and Councillor Croker seconded and the decision was unanimous.

### **3. OPEN FORUM**

There were no residents present.

### **4. REPORTS**

#### **County Council**

Councillor Barling said that the major issue at the moment is the budget and confirmed that the council tax will rise by 3.95%. The leader of the council had been to Westminster to plead for an increase in government grants to the shires and West Sussex has now been granted an extra £2.6 million this year. This means that there will now be a slower trajectory towards there being no grant at all by 2020. The council is looking closely at the best ways to use this money.

Councillor Barling has been doing ward work and had discussed with Mr Avon the possibility of his gardener being able to assist with leaf sweeping next Autumn. This would need to link with the sweeper lorry from Horsham.

In reference to the agenda item about the Community Teams Consultation he explained that there had been several volunteer teams doing various work. The Community Highways Volunteers had become redundant with their work being done

by contractors. The Community volunteers continue to work out of Ashurst working across the county doing work such as the fence building in Bramber. Councillor Tilley asked about pot hole filling and Councillor Barling said he thought these were being repaired quite quickly and said that reporting electronically was more effective.

### **District Council**

Councillor Coldwell reported that the District council tax will rise by 1.2% this year for the same reason as West Sussex. Additional funding will be found from Green Waste Charging and the introduction of charges for pre application advice. Planning Application fees are also likely to increase.

The new Community Infrastructure Levy( CIL) charging schedule goes to consultation next week and it was stressed that this will supplement S106 which will continue for small developments.

The council asked if Councillor Coldwell would look into the withdrawal of promised Neighbourhood Plan funding and also convey Bramber's concern about the large building that was approved very close to the road opposite St Mary's. **Action:**

**Clerk to send application reference**

### **Neighbourhood Wardens**

Michael Pearce gave the following report:

#### Anti-Social Behaviour and Crime

We continue to monitor the car park and the church at Bramber castle in response to incidents in recent months. We have been regularly going into the church and are pleased there have been no further instances of Anti-social behaviour. January has been a quiet month across the parishes in relation to anti-social behaviour with few incidences.

On Friday the 15<sup>th</sup> we had cause to move a group of 6 youths out of the bus stop on the high street. We confiscated alcohol from two individuals whom were under the legal age.

A resident called to report a cold caller who was enquiring about buying furniture and/or jewellery from her at the door, on saying she had nothing she wanted to sell the man asked if she had any scrap metal. The resident felt intimidated by the caller and although we responded to her call quickly, were unable to find him in the locality and check his credentials. We would like to advise residents should they encounter or have a similar experience with callers of this nature to contact ourselves or the police using the 101 service. Many cars still use the area of an evening and we continue to monitor and challenge any anti-social behaviour accordingly. We engaged and gave words of advice to a young male driver with a car full of friends who were drinking and playing very loud music. Fortunately the driver was not drinking and respectfully lowered the volume of the music before his timely departure.

#### Community

Nothing to report

### **SAYS**

Councillor Marilyn Godard gave the following report of the management meeting held on 18 January.

The budget report for the third quarter showed that training was the only area showing an overspend and this was a cost to Hosham Matters rather

There is a need for more young volunteers and this is being advertised in the sixth form at Steyning and also at The Towers.

Trips and outings are frequently subsidised by the Sussex Youth Clubs and for families on benefits discrete help is given.

A mobile skatepark is stored in Storrington which Emma hopes to use twice a week. It has solar lighting and local sites for the ramps are being considered. A vehicle for towing is also being investigated. £9,000 has been received towards this from a grant from the Big Society Fund sponsored by Councillor Barling. A member of Steyning PC with a 4 wheeled drive with tow bar, has offered to tow the equipment but Horsham Matters are keen to hear from anyone else with a towing licence and vehicle than to SAYS. This is a 10 month year with the contract finishing on 31 March which then removes the anomaly of the year running from June.

Horsham Matters employment costs will increase next year but operational costs remain the same.

Monday evening at the Hub has ceased due to lack of numbers of the older age group. Emma is intending to re-open for a younger group, years 6-8, at an earlier time, with the remaining older young people volunteering to run it with youth workers present. Young volunteers are able to gain a qualification.

An after-school activity club is being planned in Upper Beeding sports hall for years 9+.

who is willing to help. The purchase of an extra vehicle would also be useful for trips and outings.

Councillor Potter then reported on the Trustees meeting. He said that consideration was being given to changing the manner in which payment is made to Horsham Matters, following advice from Hedleys. This would mean SAYS contacting directly rather than through the parishes.

Steyning PC has not budgeted the full amount of next year's costs in order to run down the funds in SAYS. Other parishes % costs will be agreed at the next trustees meeting.

### **Village Hall**

Councillor Tilley sent in the following report:

The Beeding & Bramber Village Hall Council of Management met on 18th January. The continuing requirement for a sound system and/or induction loop for the hard of hearing was discussed and it was decided to contact Horsham District Council for guidance.

It was reported that the stage had now been redecorated having been sanded and 3 coats of varnish having been applied at a cost of £995. The air raid shelter door is still to be repaired - this is likely to happen in February.

The problems with the Christmas tree were raised - in particular, that it fell down at one point. I pointed out that Bramber had a special hole in the car park for ours and that something similar could be done at the hall. The need for more tree lights was also raised and I commented that we had a couple of strings of coloured lights that we thought were surplus to requirements and maybe they should investigate acquiring these. Since then I have realised that I don't know if these belong to the parish or the Bramber Society.

With regard to future events, it was decided that the May Fair would not be held this year but that there was an opportunity to do something for the Queen's birthday in June.

Lastly, it was decided that 60 new upholstered chairs were required for the main hall and new (blue) curtains would be purchased for the large meeting room.

## **5. FINANCE**

a) The financial statement showing a balance of £20,441.72(including the reserve of £10,000) was presented and proposed for acceptance by Councillor Potter, seconded by Councillor Tilley and agreed. An invoice is still outstanding for the cost of the Neighbourhood Wardens which will be in the region of £6,000. The clerk said that Bramber's share of the SWAB overspend (which was always projected) is £700. Councillor Goddard proposed that this sum be transferred into the SWAB account and this was seconded by Councillor Potter and agreed.

b) Two requests for donations had been received from the Steyning Festival and for the Steyning Area Minibus Association. Following discussion it was proposed by Councillor Potter that £50 each should be awarded to each cause and this was seconded by Councillor Goddard and agreed.

## **6. PLANNING**

Update

### **New Applications**

**SDNP/13/00643/FUL Land opposite Annington House, Annington Road**

Erection of Silos- retrospective application called in by SDNP

To decide Planning Meeting date when further details are known.

**DC/16/0049 Derryname, Maudlyn Close**

Surgery to 12 x Sycamore Trees and 2 x Beech Trees (tree preservation order)

**DC/16/0232 Meadow Edge, the Street**

Surgery to 1 x Eucalyptus Tree (Work to Trees in a Conservation Area)

**DC/16/0069 43, Coombe Drove**

Surgery to 2 x Beech trees (T2 and T3) Tree Preservation Order

N.B. Will Jones from HDC to view both these applications.

**DC/16/0071 41, Coombe Drove**

Fell 1 x Ash Tree (Tree Preservation Order)

### **Decisions**

**SDNP/15/05996FUL Lime Trees, Annington Road**

Construction of 1 bedroom holiday flat above garage plus 2 first floor bedrooms above existing house to enable self catering flat to be created as part of existing house.

**Approved**

**DC/15/2712 The Lodge, Little Drove**

Conversion of existing dwelling to two dwellings

**Approved**

### **Compliance Issue**

**DC/14/2688 and DC/15/0753 Downside, Maudlin Close**

No information had been received from the South Downs National Park about the application for land opposite Annington House and no reply had been received to our query to the planning officer. The clerk was asked to contact South Downs again.

**Action**

## **7. NEIGHBOURHOOD PLAN**

Councillor Mills had sent the following update:

After circulating our newsletter in December to all households within the four parishes, we arranged two successful drop-in sessions in Steyning during January. Over 740 local residents attended these events with around 10% of these being residents of Bramber.

These events were the first opportunities for the public to have full information on the sites proposed for housing and green spaces for inclusion within the Neighbourhood Plan. A great deal of work has been completed by the Steering Group and the six Focus Groups to reach this stage.

The public response was mostly very positive, with two thirds of those who returned feedback forms being in agreement with what has so far been proposed.

Predictably there has been some opposition to certain proposed housing sites, with the site at Sweetlands in Steyning having most negative feedback at this stage. However, the majority of those opposing the choice of this site are immediate neighbours or live close to the site.

The only site currently recommended for housing in Bramber is the upper (west) field at Maudlin Farm. We have received some feedback from local residents concerned at the number of houses which may be proposed and the increased traffic in the small roads and lanes around the site as a direct result of new housing. Housing numbers and the proposed density for each site is the next task for the Housing Focus Group. However, we can confirm at this stage that large scale development is not proposed for this site. Although the density and type of housing on the site is yet to be agreed, we expect there to be only around eight new affordable units proposed, being built in only one area of the field. Access improvements will also certainly need to be considered.

Proposed Local Green Spaces also formed part of the public displays in January. A number of open areas of land have been identified which are important for our communities and which do not currently have adequate protection against development. The main public feedback concerning land in the parish of Bramber concentrated upon Clays Field which was not included within the recommendations. We did take notice of this feedback and the Environment Focus Group met and reassessed the site. Members of the Focus Group agreed that it should be included as a Category A site and this was also agreed by the Steering Group at their meeting this week.

We are now working towards the production of the Pre-submission Neighbourhood Plan which when completed will be assessed by an independent examiner. There will then be a six week public consultation on this document before it is formally submitted to HDC. Further public events will be arranged at that time. We are expecting the final Public Referendum to take place during the Summer months.

After two years of work and hundreds of hours of effort from an army of volunteers we are now on the home straight. This process has seen the four local Parishes working more closely together than at any time in living memory and should forge strong relationships well into the future.

The next six months are likely to be the hardest. However, we are confident that we will end up with a Neighbourhood Plan which will offer better protection against unwanted and unplanned development and allow our communities to develop, expand and flourish in a positive way.

## **8. NEIGHBOURHOOD WARDENS**

A contract had been received from Horsham District Council for the services of the wardens for the next three years. The Chairman had contacted the council as he was concerned that the parish council would be liable to pay redundancy and pension costs. Council deferred signing until clarification had been received.

## **9. ENVIRONMENT**

a) WSCC Cycling Strategy- Councillor Croker explained that the council was in the process of defining cycle/pedestrian routes across the county and asked for parish council suggestions for the local area. The route from The Street to the Downslink which at present necessitates going round the roundabout was discussed. Members were asked to submit any further ideas to Mike as soon as possible. **Action**

b) WSCC had sent a survey asking if parishes would take on certain maintenance duties such as hedge cutting and sign cleaning and gave some options. The council decided to respond saying its preference would be to pay for the existing service provided by the county. **Action: Chair**

## **10. HIGHWAYS**

Nothing to report.

## **11. PARISH PLAN**

The Chairman reported the very sad news of the death of Dudley Moore who had served as a member of the council as well as always giving his support particularly in our dealings with English Heritage. Members expressed their condolences.

## **12. CORRESPONDENCE**

a) Notice had been sent re the refurbishment of Buckbarn Crossroads (junction of A24/A272) which will begin on 29 February and entail lane closures on the A24.

b) Information about Community Land Trust events

c) Information from WSCC about Dementia on website.

## **13. DATE OF NEXT MEETING**

The next meeting will be held on **Wednesday, 23<sup>rd</sup> March 2016**  
At **7.00 p.m.** in Beeding & Bramber Village Hall