



CONTACT - Paul Richards, Parish Clerk

EMAIL - bramberparishclerk@gmail.com

The Minutes of the Ordinary Council Meeting of the Bramber Parish Council that took place at the Beeding and Bramber Village Hall on Wednesday 15th January 2025 at 7:00pm.

Present: Cllr A. Blakelock (Chair), Cllr S. Blakelock, Cllr H. Bayford, Cllr D. Croker, Cllr M. Croker, Cllr Green, Cllr Goodall, Cllr Kitson and Cllr Tilley.

In attendance: HDC Cllr Noel, HDC Warden Alison Page 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 meetings held on 16th December 2024.

The draft minutes of the Ordinary Council Meeting held on 16th December 2024, circulated previously, were **AGREED** by the Members, and were duly signed by the Chair.

4. Matters arising The Chair advised that:

- **Castle – hole in the wall** – Cllr Green advised that this matter had been reported to EH;
- **Contact details for the flood team** – Cllr Tilley advised that the team are reviewing this; and
- **Footpath adjacent to the A283** – clerk to progress with WSCC Highways.

5. Public Session – HDC Warden Alison Page introduced herself to the Members. She reviewed the latest Wardens' report. She agreed that the local Wardens' contact details could be displayed on the BPC website. Cllr Tilley asked if the landline used by the Wardens was manned every day. Warden Page advised that an answerphone was available should the Wardens be on patrol or are not on duty. She was also happy for residents to contact the Wardens and then refer any parish issues to the Clerk.

6. Climate Action Plan – The Chair advised that:

- a revised Climate Action Plan has been prepared for 2025;
- “category” and “assigned to” have now been added as headings to the Plan which will tie into the One Planet system used by HDC and other local parishes; and
- progress and outcomes now need to be recorded, and the BPC Climate Action Plan will be uploaded onto the One Planet platform every six months. Cllr Tilley has kindly agreed to help the chair do this.

7. Reports.

a) HDC – Cllr Noel provided an update that included:

- A motion to adopt a Declaration for River Recovery will be reviewed by HDC Cabinet at the end of January. The Charter's objective is to work with River Trusts, local agencies and the community to help protect the Arun, Adur and Rother rivers;
- HDC had announced that the planning system had been changed to allow “Grampian Conditions” to apply to developments that require water neutrality. The offset arrangements will need to be approved by HDC prior to commencement of works;
- The Regulation 19 draft Local Plan public hearings remain suspended however HDC had answered the Planning Inspector's questions. No date had been provided by the Inspector to recommence the public sessions;

- The recently published changes to the NPPF may increase HDC's housing allocation to 1357 houses per year. In addition, the duty to cooperate may add further numbers to this allocation. A review of strategic sites and water neutrality could also be required under the new arrangements; and
- Both Sussex County Councils and the Brighton & Hove Unitary Council had issued a joint expression of interest to the Government's White Paper on devolution. Cllr Noel explained the rationale for devolution and the possible impact of District and Parish Councils. He suggested that the WSCC elections scheduled for May 2025 may be postponed were the joint bid be accepted by central government.

b) Neighbourhood Wardens – as discussed at item 5. Members **AGREED** that the Clerk sign the joint parishes Memorandum of Understanding with HDC for the Wardens Service.

c) Joint Parishes Cemetery Committee – The Committee will next meet on-site in 2025.

d) Joint Parishes Youth Committee – no update.

e) WSALC/HALC – the next HALC meeting will be held on 16th January 2025.

f) English Heritage/Bramber Castle – Cllr Green advised that:

- Some work to the damaged path leading to the Church had been undertaken however concern had been raised about the condition of the bottom step and fence; and
- The Orchard working group will meet next on 17th January 2025. Planting is hoped to commence in February 2025. A request for volunteers to help plant the orchard will be made.

g) Village Hall – no update.

h) Website – Cllr Tilley suggested that the Civility and Respect pledge should be posted onto the BPC website. This was **AGREED** and the Clerk was asked to forward the necessary details.

i) Patient Participation Group (PPG) – Cllr Bayford provided an update from the meeting held on 14th January 2025:

- With financial support from the Wilson Trust, new 50" screens will be installed at the library;
- A new patient appointment system is now in place;
- A maintenance programme is planned to tidy up and clean the Surgery;
- Blood test dates may change as the appointment system has been adjusted;
- A new pharmacist and two new Doctors have been appointed;
- As Upper Beeding Parish Council donate funds to sponsor a screen at the Surgery, a request for BPC donate may be submitted. Cllr Bayford was reminded of the BPC donation policy; and
- A disappointing 15% of scheduled appointments had been missed.

8. Finance and General Purposes. The payments were **AGREED** & the schedule is attached at Appendix A. The Clerk confirmed that only 50% of the flag costs had been paid.

9. Planning.

a) Applications – none.

b) Other Planning matters – Members asked the comments submitted previously regarding application DC/24/1930, Woodpeckers, Maudlin Lane, Bramber (Surgery to 1x Yew) be amended to read "*Members agreed to amend their previous SUPPORT comment to include that the works reflect the previous work ~~under~~ undertaken in 2022 (DC/22/2022) i.e. that the works be undertaken sympathetically and in accordance with British Standards*". The Clerk was asked to submit the comments.

10. Highways and Public Rights of Way.

- a) **Village Gateways** – Cllr M. Croker advised that BPC was still waiting the necessary licence from WSCC.
- b) **Footway at Maudlin Lane** - Cllr M. Croker advised that he had reported issues with the damaged footway in Maudlin Lane on several occasions. Advice from WSCC is that the issue has been logged but there is no time frame for remedial work.
- c) **Speedwatch** – the Clerk has provided a radar gun to the Team for evaluation.
- d) **Any other issues.**
 - Cllr M. Croker reported that the MVAS data from outside May Tree Cottage (The Street, Eastbound) had been circulated. Traffic volume was similar to that recorded around a year ago, although average speeds had dropped by about 0.5mph due, possibly, to the proximity of parked cars and recent building works close to the MVAS site.
 - Cllr Tilley reported that cyclists had created a rut across the grass area that links the Downs Link at the Bramber roundabout; and
 - Cllr Bayford reported that the white give way lines at the junction with Castle Lane and Roman Road had faded resulting in many vehicles failing to give way at this busy junction. The Clerk was asked to report this to WSCC Highways.

11. Councillor Training Requirements – the Chair reminded Members that training was available from WSALC. She advised that she was attending a Chair’s course, and that Cllr Bayford will be attending a Planning course. The Clerk was asked to recirculate the training course schedule.

12. Environment and Parish Actions - The Chair advised that:

- **Gritter** – to be repaired by the Repair Café team;
- **Walks for All path** – the Chair to progress a quote for an additional summer cut; and
- **Bramber Brooks** – the HDC Wilder Horsham and Sussex Wildlife Trust volunteers had attended the Brooks to remove some of the extensive growth of brambles. They will revisit the site in February 2025, but more volunteers are required to assist.

13. Consultations – the Chair referred to the Local government standards consultation survey and requested that Members take the time to complete it.

14. Correspondence – the report, circulated previously, was noted.

15. Items for inclusion on the next Agenda – youth leader visit.

16. Date of the next meetings.

- The next **Ordinary Parish Council Meeting** will be on Wednesday 12th February 2025 at the Beeding and Bramber Village Hall (in the smaller Bramber Room) commencing 7:00pm; and
- **Planning Meeting** – TBA subject to receipt of planning applications.

The meeting closed at 20:32

Signed..... Chairman

Date.....

APPENDIX A – Budget 2025/26

Payments 15th January 2025				
Income since last meeting	Amount			
Bank interest	£ 143.40			
TOTAL INCOME	£ 143.40			
BALANCES ON ACCOUNT				
Current Account (Treasurers)	£ 1,852.52	31/12/2024	Unity Bank	
Savings Account (Instant Access)	£ 26,070.66	31/12/2024	Unity Bank	
CASH AT BANK	£ 27,923.18			
EARMARKED RESERVES				
NHP reserve	£ 1,380.00			
Emergency reserve	£ 1,000.00			
Elections	£ 1,500.00			
AVAILABLE RESERVES	£ 24,043.18			
PAID IN MONTH FOR APPROVAL	Invoiced Services	Voucher	Payment	Value
Julie Bakter	Toilet Cleaning - December	96	BACS	£ 390.60
Paul Richards	Clerk's salary - December	97	BACS	£ 461.19
NEST	Clerk's pension - December	98	DD	£ 98.81
Chichester Payroll Services	Payroll costs	99	BACS	£ 15.00
HMRC	PAYE - December	100	BACS	£ 338.21
TO APPROVE	Invoiced Services	Voucher	Payment	Value
EDF	Toilet elec - Dec 2024	101	DD	£ 73.00
Beeding and Bramber Village Hall	Hall hire x 2 - 13/11 & 18/12	102	BACS	£ 40.00
Unity Trust Bank	Service fee	103	BACS	£ 6.00
Thomas Locksmiths	Adjust toilet electronic lock	104	BACS	£ 128.93
TOTAL NEW PAYMENTS TO APPROVE			TOTAL	£ 247.93
Position at bank on 31/12/24	£ 27,923.18			
New payments to approve	-£ 247.93			
CASHFLOW POSITION AS AT 31/12/24	£ 27,675.25			
Earmarked reserves	-£ 3,880.00			
RESERVE/BUDGET POSITION AS AT 31/12/24	£ 23,795.25			