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The Minutes of the Ordinary Council Meeting of the Bramber Parish Council that took place at the Beeding and Bramber Village Hall on Wednesday 9th November 2022 at 7:00pm.

Present: Cllr Croker (Chair), Cllr Day, Cllr Green, Cllr Goodall, Cllr Kitson and Cllr Tilley.

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

Members of the public – One.

155. Apologies for absence – Cllr A. Blakelock, Cllr S. Blakelock and Cllr Burstow.

156. Declarations of interest – none.

157. Minutes of the previous meeting – 31st August 2022 - The minutes, circulated previously, were **AGREED** by the Members and were duly signed by the Chair.

158. Matters arising – the Clerk advised that item 143 (repainting of bench) is awaiting action.

159. Public Session – No public were asked. The Chair advised that the HDC CEO will attend a BPC meeting in the new year.

160. Housing Crisis – A resident updated Members on the current Housing Crisis and referred to his report, circulated previously. He was gathering support from local interested parties including parish councils. The objective was to reach as many stakeholders as possible and to organise a small group to coordinate efforts. Cllr Green agreed to be the local liaison for BPC and the Clerk was asked to circulate BPC councillor email addresses. The Chair thanks the resident for his report and proposals.

161. Reports.

- **WSCC** – WSCC Cllr Linehan’s update included:
 - An update on the speed reduction plans for the A283. A formal CHS application had been submitted but a Technical CHS is now required. This will be resubmitted to address the necessary criteria. Resurfacing is planned between 16th and 18th November 2023 and bollards on the A283 have seen a notable reduction in speed on the approach to the Castle Lane pedestrian crossing;
 - The Fire and Rescue Service is promoting a “Stay safe in the Kitchen” campaign;
 - A recent NSPCC event addressed the need to raise awareness of children in the community. Any concerns or issues should be reported to the WSCC Safeguarding Hub;
 - A cross-County rationalisation of the procurement of children’s support service is underway and may include bringing back in-house some services e.g., residential homes for children with complex needs; and

- WSCC Cllr Linehan was aware of the recent issues and complaints regarding Towers School traffic travelling along The Street. He advised that there was little WSCC could do as driving through Bramber via The Street was legal.

Cllr Croker thanked WSCC Cllr Linehan for arranging for the drain at the bottom of Maudlin Lane to be cleared.

- **HDC** –HDC Cllrs Noel’s update included:
 - **Resources** – he was aware that there is a perceived disproportionate use of HDC resources skewed towards urban rather than rural areas. He will raise this matter at the next Cabinet meeting;
 - **Town Hall meetings** – the recent Town Hall meeting in Storrington was well attended and addressed local concerns in the southern area of the District;
 - **Wilder Horsham** – meetings are planned with Bramber Brooks to help create a local nature reserve as part of the wider “Castle to Castle” (Knepp to Bramber) nature corridor;
 - **Biodiversity** – HDC are asking, via a call for sites process, local landowners for biodiversity offset sites. A concern is that this process might attract speculative development. HDC is already creating biodiversity sites from land it owns in an attempt to overcome the biodiversity nett gain challenges;
 - **Water Neutrality** – a revised strategy, developed by a group of involved parties led by Horsham DC, is expected to be approved by Natural England to address the issue of how to achieve water neutrality in new developments;
 - **Local Plan** – the final draft will be discussed by the HDC Cabinet on 15th December 2022 and then by full Council on 11th January 2023 for approval. 8 weeks of public consultation will follow once the draft is agreed. The draft suggests housing allocations broadly in line with existing local neighbourhood plans and preclude any strategic sites mentioned previously; and
 - **Budget** – the current financial forecast is positive although there is concern regarding future events e.g., energy costs and inflation. Service charges are forecast to increase and may include rises in parking charges and green waste recycling.

Cllr Tilley referred to the build-up of leaves on the streets in the parish and asked that HDC clear them. HDC Cllr Noel agreed to review this.

- **Neighbourhood Wardens** – report circulated.
- **Joint Parishes Cemetery Committee** – the committee has not met since the last meeting but plan to meet in January 2023.
- **Joint Parishes Youth Committee** – no update.
- **HALC** – Cllr Croker reported that he had attended the HALC Climate workshop. Members **AGREED** to continue their support for Greening Steyning where green and climate concerns are addressed. Cllr Tilley was asked to create a new Parish web page to raise the profile of climate issues. He agreed to do this but asked for content from the Members.
- **Village Hall** – Cllr Tilley advised the last meeting was held in October. Finances were healthy and the Hall are planning the refurbishment of the front doors.
- **Website** – no issues reported.
- **Steyning and District Community Partnership** – Cllr A. Blakelock had sent an update, circulated previously. Members noted that the proposed footpath was now underwater due to recent flooding and that the Working Party should take this into consideration when finalising their plans. Cllr Goodall referred to the Walks For All paths that were seen to be overgrown. The Chair advised that this was a matter for WSCC and that he would contact the PROW team.

162. Neighbourhood Policing – a new Police Chief Inspector had been appointed for the Horsham area.

163. Finance and General Purposes.

- The donation request from the Bramber Society was considered. The Clerk advised that budget provision had been made for this donation. Cllrs Tilley and Green declared an interest in this matter and would not vote on it. Two Members voted to agree the donation and two voted against. The Chair used his casting vote to agree the donation. It was therefore **AGREED** that a £600 donation be made, and the Clerk was asked to make the necessary payment;
- The donation request from the Hub to assist create a Warm Hub was **AGREED** by Members who voted, unanimously, to a £500 donation. The Clerk was asked to make the necessary payment;
- Members **AGREED** that the payments for November 2022 be paid (see appendix A for the payments schedule);
- The Q2 variance report, circulated previously, was noted;
- The draft budget, circulated previously, was reviewed. Members requested that the next draft was updated to include the latest inflation forecast and options to reduce electricity spend by reducing the hours the toilets were open. The Clerk was asked to circulate a revised draft ahead of the next meeting for approval.

164. Planning.

a) **Applications.**

- **SDNP-22-04493/HOUS and 22-04494/LIS** - Maudlin Farmhouse, Maudlin Lane, Bramber - Addition of dormer windows and clock to existing outbuildings. Members voted, unanimously, to offer a **NEUTRAL** comment on the application;
- **DC-22- 2052 - Windy Ridge, Maudlyn Close, Bramber** - Surgery to 1x Yew. Members voted, unanimously, to offer a **NEUTRAL** comment on the application; and
- **DC-22- 1959 - Bramber Castle, The Street, Bramber** - Fell 1x Ash (Works to Trees in a Conservation Area). Members voted, unanimously, to offer a **NEUTRAL** comment on the application.

b) **Decisions.**

- **PERMITTED** - **DC-22-1645 - Meadow Edge, The Street, Bramber** - Fell 1x Ash, and Surgery to 2x Ash trees.
- **PERMITTED** - **SDNP-22- 00742/HOUS - Highcroft, The Street, Bramber** - Alterations to the existing porch and replacement of existing bay window to the front of the dwelling. Installation of 2no. dormers to the front elevation etc.

c) **Other Planning matters** – none.

165. Highways and Public Rights of Way.

- Cllr Burstow was asked to write to the concerned residents regarding Towers School traffic using The Street;
- Cllr Day was asked to schedule a Speedwatch session;
- Cllr Croker advised that he would be moving the MVAS; and
- Cllr Kitson agreed to join the Speedwatch team.

166. Neighbourhood Plan Projects – no update.

167. Consultations – No comment was made on the SDNPA equestrian development TAN.

168. English Heritage/Bramber Castle – Cllr Green reported that the fencing adjacent to the gatehouse had been removed.

169. Environment – HDC Cllr Noel agreed to check that the tree allocated via the Queen’s Canopy project had been allocated to Bramber PC. Local arrangements to plant it on the A283 Bramber roundabout would need to be made

170. Climate Emergency and Steyning Greening 2030.

- a) Greening Steyning – report circulated
- b) 20 mph zone project – still awaiting the installation of speed loops.

171. Correspondence – the report was noted.

172. Items for inclusion on the next Agenda

- Draft budget for approval; and
- Young Offenders.

173. Date of the next meetings.

- **Ordinary Parish Council meeting** – 14th December 2022 at the Beeding and Bramber Village Hall commencing 7pm.
- **Planning Meeting** – TBA subject to receipt of planning applications.

The meeting closed at 21:13.

Signed..... Chairman

Date.....

Appendix A – Payments

Payments November 2022				
Approved at last meeting	Invoiced Services	Voucher	Chq Nos	Amount
NEST	Clerk's pension - August 2022	47	BACS	£ 81.54
Chichester Payroll Services	Payroll costs - August 2022	48	BACS	£ 15.00
HMRC	PAYE/NIC - August 2022	49	BACS	£ 136.00
Paul Richards	Clerk's salary - August 2022	50	BACS	£ 516.28
Paul Richards	Microsoft 365 licence	51	BACS	£ 59.99
Julie Bakter	Toilet cleaner - August 2022	52	BACS	£ 372.00
Beeding and Bramber Village Hall	Hall hire - 20/7/22	53	BACS	£ 25.00
Danny Flynn	Watering in July 2022 x 10	54	BACS	£ 300.00
HALC	Annual subscription	55	BACS	£ 20.00
Bramber Society	Reimburse bunting costs - covered by HDC Grant	56	BACS	£ 44.97
				£ 1,570.78
Income since last meeting	Amount			
2nd precept payment	£ 14,461.35			
TOTAL INCOME	£ 14,461.35			
BALANCES ON ACCOUNT				
Current Account (Treasurers)	£ 19,589.61	31/10/2022		
EARMARKED RESERVES				
NHP reserve	£ 380.00			
AVAILABLE RESERVES	£ 19,209.61			
PAID SINCE LAST MEETING (To approve)	Invoiced Services	Voucher	Chq Nos	Amount
Moore	External Audit	57	BACS	£ 360.00
Paul Richards	Clerk's salary - Sept 2022	58	BACS	£ 383.75
NEST	Pension - Sept 2022	59	BACS	£ 60.60
HMRC	PAYE - Sept 2022	60	BACS	£ 101.00
Chichester Payroll Services	Payroll charge - Sept 2022	61	BACS	£ 15.00
Sussex Clubs for Young People	Quarterly invoice	62	BACS	£ 1,071.48
D J Flynn Services	Flower watering x 10 - Aug 2022	63	BACS	£ 300.00
Beeding & Bramber Hall	Hall hire 31/8/2022	64	BACS	£ 22.50
Julie Bakter	Toilet cleaner - Sept 2022	65	BACS	£ 156.00
EDF	Electricity - toilet (Sept 2022)	66	DD	£ 30.00
TO APPROVE	Invoiced Services			£ 2,500.33
Parish of Beeding & Bramber	Floodlighting - Bramber Castle	67	BACS	£ 50.00
Chichester Payroll Services	Payroll services - Oct 2022	68	BACS	£ 15.00
HMRC	PAYE - Oct 2022	69	BACS	£ 135.80
NEST	Clerk's pension - Oct 2022	70	BACS	£ 81.54
Paul Richards	Clerk's salary - Oct 2022	71	BACS	£ 516.48
Bramber Society	Annual donation	72	BACS	£ 600.00
Ferring Nurseries	Flowers and planters	73	BACS	£ 277.35
Ferring Nurseries	Removal of summer displays	74	BACS	£ 218.71
EDF	Electricity - toilet (Oct 2022)	75	DD	£ 30.00
Julie Bakter	Toilet cleaner - Sept 2022	77	BACS	£ 168.00
REGULAR PAYMENTS				£ 2,092.88
EDF	Electricity to public toilet - Nov 2022	76	DD	£ 30.00
			TOTAL	£ 4,623.21