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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 31<sup>st</sup> August 2022 at 7:00pm.**

**Present:** Cllr Burstow (Chair), Cllr Croker (Vice-Chair), Cllr Goodall, Cllr Kitson and Cllr Tilley.

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

**Members of the public** – none.

**137. Apologies for absence** – Cllr A. Blakelock, Cllr S. Blakelock, Cllr Day and Cllr Green.

**138. Declarations of interest** – none.

**139. Minutes of the previous meeting – 20th July 2022** - The minutes, circulated previously, were **AGREED** by the Members and were duly signed by the Chair.

**140. Matters arising** – none.

**141. Public Session** – No public were in attendance.

**142. Reports.**

a) **WSCC** –WSCC Cllr Linehan’s update included:

- Drop-in fire awareness sessions are planned across the County;
- The TTRO for Mauldin Lane had been extended to 16<sup>th</sup> September 2022 to accommodate works required by Virgin Media. Cllr Croker expressed his concern relating to the proposed diversion regarding these works. WSCC Cllr Linehan agreed to clarify this and get back to him;
- A re-design of Children Services will include a family safeguarding model. A new contract will be approved with the necessary resources made available; and
- A new independent living partnership has been announced with an enhanced meals on wheels service. This will include welfare checks alongside the delivery of meals;

b) **HDC** –HDC Cllrs Noel’s update included:

- **Sussex Nature Partnership** – as part of a nature recovery strategy, HDC is working with partners, including WSCC, to develop a 12-month plan. Only local - within Horsham district - Biodiversity Net Gain offsetting will be acceptable for planning approvals, which is seen as a positive move; and
- **Landscape Recovery Network** – as part of HDC’s Wilder Horsham initiative, a partnership project with 27 farms and other agencies has seen over 700 acres alongside the River Adur put aside for clean-up and re-wilding. A 2 year, £500,000 grant has been awarded with further grants to be applied for.

c) **Neighbourhood Wardens** – no report received.

d) **Joint Parishes Cemetery Committee** – the committee has not met since the last meeting.

- e) **Joint Parishes Youth Committee** – The Chair reported that she attended the meeting held in July where a new service centre in Steyning was announced.
- f) **HALC** – no meeting.
- g) **Village Hall** – Cllr Tilley advised the last meeting was held in July. An inauguration event to ‘open’ the solar panels was held. It was noted that no Christmas Fayre would be held this year.
- h) **Website** – the storage of large data files via the Amazon Drive application will cease in one year. Cllr Tilley will look at alternatives e.g., Drop-Box. It was suggested that the BPB NHP Drop-Box account could be used.
- i) **Steyning and District Community Partnership** – Cllr A. Blakelock had sent an update, circulated previously.

**143. Finance and General Purposes** – Members **AGREED** that the payments for August 2022 be paid (see appendix A for the payments schedule).

Cllr Tilley referred to the painting of a bench by the car park in The Street. It had been reported that the Maharajah Restaurant had paid for the re-painting and that the parish council had been requested to reimburse the £50 costs. Whereas Members thought this a reasonable sum, the asset did not belong to BPC. However, Members asked the Clerk to contact the restaurant to establish if they had painted the bench. If so, it was **AGREED** that BPC would reimburse them.

#### **144. Planning.**

##### a) **Applications.**

- **SDNP-22-0742/HOUS - Highcroft, The Street, Bramber - AMENDMENT TO DESIGN -** 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. Erection of a second storey rear extension and the construction of a rear orangery.  
Members voted, unanimously, to offer a **NEUTRAL** comment on the application.
- **SDNP-22-03393/CND - Annington Farm, The Granary Barn, Botolphs Road, Bramber -** Removal of Condition 12 of previously approved application SDNP/21/05645/LDE (Application to confirm the continuous use of building for a dwelling house in breach of condition 12 of planning permission BM/26/89 for a period in excess of ten years (Lawful Development Certificate Existing)) Relating to Agricultural Occupancy  
Members voted, unanimously, to offer a **NEUTRAL** comment on the application.

##### b) **Decisions** – none.

##### c) **Other Planning matters** – – SDNPA call for sites (Local Plan) – Members noted the report.

#### **145. Highways and Public Rights of Way.**

- Cllr Croker referred to his proposal, circulated previously, regarding proposed ‘no cycling’ signs to be fitted to the Walks for All footpath on the Downs Link (where bicycles are prohibited). After review and discussion, Members **AGREED** to ask the Clerk to purchase the signs.

**146. Neighbourhood Plan Projects** – the Chair referred to the lack of progress in progressing the various projects. It was suggested that this matter be reviewed in more detail with a suggestion that a new ‘NHP Projects’ sub-group be formed to assist.

**147. Consultations** – none.

**148. English Heritage/Bramber Castle** – Cllr Green reported that repairs to the driveway to Bramber Castle car park had been completed.

**149. Environment** – the Chair noted the email regarding the Adur Landscape Recovery Project which Members **AGREED** to support.

**150. Civility and Respect** – Members noted the report but suggested that the current Code of Conduct and other BPC governance policies were sufficient at this time.

1954 – Cllrs Goodall and Kitson join the meeting.

**151. Climate Emergency and Steyning Greening 2030.**

- a) Greening Steyning - no update.
- b) 20 mph zone project – no update but WSCC has been asked to progress.

**152. Correspondence** – the report was noted.

DATE	FROM	SUBJECT
13/7	WSCC	Ash die back programme
13/7	HDC	Travellers
13/7	SDNPA	Newsletter
13/7	WSCC	Newsletter
14/7	Wardens	Report for June 2022
17/7	HDC	Water neutrality briefing invite
17/7	HDC	Appeal hearing date – Land at Kingsmead
19/7	SDNPA	SDNPA Design Guide SPD
19/7	HDC	Large group of travellers
20/7	Cllr Green - JPCC	JPCC notes
20/7	HALC	Minutes
20/7	Cllr A. Blakelock	Steyning and District Community Partnership report
25/7	HDC	Climate update
27/7	Wardens	Absences
27/7	Wardens	July report
28/7	HDC Cllr Noel	Call in planning application
28/7	HDC	Travellers in the area
28/7	HDC Cllr Noel	Details of £300,000 grant
28/7	SDNPA	Town and Parish Council action on Climate Change
29/7	HDC	Water neutrality workshop slide deck
29/7	Wardens	Cover for absent Wardens
1/8	Cllr Green	Bramber Castle car park closure – resurfacing 10/8
3/8	WSCC	Maudlin Lane – extending road closure dates
5/8	Sussex Police	July update and summary
5/8	HDC	Climate Change workshop
5/8	Sussex Police	Summer Road Safety Briefing slides
5/8	Wardens	Patrol cover
8/8	Cllr A Blakelock	Steyning and District Community Partnership Report
12/8	SDNPA	Newsletter
15/8	WSCC	Work on the Downslink
15/8	HDC	Travellers in Pulborough

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

- Invite the HDC CEO to the next meeting; and
- Neighbourhood policing.

**154. Date of the next meetings.**

- **Ordinary Parish Council meeting** – 3<sup>rd</sup> October 2022 at the Beeding and Bramber Village Hall commencing 7pm.
- **Planning Meeting** – TBA subject to receipt of planning applications.

The meeting closed at 20:09.

Signed..... Chairman

Date.....

## Appendix A – Payments

Payments September 2022				
Approved at last meeting	Invoiced Services	Voucher	Chq Nos	Amount
NEST	Clerk's pension - June 2022	32	BACS	£ 81.54
Chichester Payroll Services	Payroll costs - June 2022	33	BACS	£ 15.00
HMRC	PAYE/NIC - June 2022	34	BACS	£ 136.00
Paul Richards	Mileage - 96 miles Jan to June 2022	35	BACS	£ 43.20
Paul Richards	Zoom annual fee	36	BACS	£ 71.94
EDF	Electricity to public toilet - JULY 2022	39	DD	£ 30.00
Danny Flynn	Watering in June 2022 x 9	38	BACS	£ 270.00
				<b>£ 647.68</b>
Income since last meeting	Amount			
TOTAL INCOME	£ -			
BALANCES ON ACCOUNT				
Current Account (Treasurers)	£ 9,186.90	30/08/2022		
EARMARKED RESERVES				
NHP reserve	£ 380.00			
AVAILABLE RESERVES	£ 8,806.90			
PAID SINCE LAST MEETING (To approve)	Invoiced Services	Voucher	Chq Nos	Amount
EDF	Electricity to public toilet - AUGUST 2022	39	DD	£ 30.00
NEST	Clerk's pension - July 2022	41	DD	£ 81.54
Chichester Payroll Services	Payroll costs - July 2022	42	BACS	£ 15.00
HMRC	PAYE/NIC - July 2022	43	BACS	£ 135.80
Paul Richards	Clerk's salary - July 2022	44	BACS	£ 516.48
Julie Bakter	Toilet cleaner - July 2022	45	BACS	£ 372.00
TO APPROVE	Invoiced Services			<b>£ 1,150.82</b>
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
REGULAR PAYMENTS				<b>£ 1,570.78</b>
EDF	Electricity to public toilet - AUGUST 2022	46	DD	£ 30.00
			<b>TOTAL</b>	<b>£ 2,751.60</b>