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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 20th July 2022 at 7:00pm.

Present: Cllr Croker (Chair), Cllr A. Blakelock, Cllr S. Blakelock, Cllr Goodall, Cllr Kitson and Cllr Tilley.

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

Members of the public – none.

120. Apologies for absence – Cllr Burstow, Cllr Day, Cllr Green and WSCC Cllr Linehan.

121. Declarations of interest – none.

122. Minutes of the previous meeting – 22nd June 2022.

Following a proposed amendment that was **AGREED** by the Members, the Minutes were **AGREED** and were duly signed by the Chair.

123. Matters arising - The action list, circulated previously, was noted.

- **Item 114** – the Chair’s report to be attached to the notice boards.

124. Public Session – No public were in attendance.

125. Reports.

a) **WSCC** – No update as WSCC Cllr Linehan had given his apologies.

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

- **Water neutrality** - HDC had formed an alliance of three local authorities (Chichester, Horsham, and Crawley) who are impacted by the water neutrality restriction imposed by Natural England. The alliance has appointed a consultant who has contacted government departments and agencies but with little success to date. It appears Government is not able to interfere with the Natural England ruling. A recent issue is the matter of aquifer ownership and the use of boreholes;
- **Local Plan** – the new Local Plan has not been finalised and the current Plan is unable to demonstrate a five-year land supply. The impact of this is that planning applications are ‘tilted’ in favour of development. The delay in approving the new Plan may result in a cascade of applications that currently await the decision on water neutrality. The lag in determining the new Plan could have a consequence in that these applications can rely on a lack of five-year supply until the new Plan is ‘made’;
- **HALC** – HDC and HALC enjoy an improved relationship with HDC now better placed to understand issues faced by the local councils in their District;
- **Environment** – HDC’s net zero carbon team are contacting more businesses and landlords. A new project, Community Energy Horsham, plans to fit solar panels to larger Council offices and buildings. A Green Energy Bill rebate from Government will assist with the project;

- **Housing** – HDC’s housing companies are seeking to build 100% affordable homes on council owned land. These, in effect, will be council houses;
 - **Finances** – HDC’s financial position remains strong. A £300,000 grant from Government will be used to support those most in need. Cllr Noel agreed to circulate an analysis of the projects that will be in receipt of the grant; and
 - **Facilitating Appropriate Development (FAD)** – Cllr Croker explained that, as HDC cannot demonstrate a five-year land supply and that NPPF rules suggest new applications will be tilted in favour of development, the FAD is a facilitating document that will advise developers on where and when developments could be located. HDC expect a decision on water neutrality to be made by October 2022 with the Local Plan then submitted for consultation by Christmas. The new Plan should be ‘made’ in 2023. During the gap whilst the new Plan is consulted upon, the FAD will provide advice and guidance to developers. However, the FAD will have no legal weight.
- c) **Neighbourhood Wardens** – the report, circulated previously, was noted.
- d) **Joint Parishes Cemetery Committee** – Cllr S. Blakelock reported on the last meeting that included:
- Recent Clerk training demonstrated a requirement for compliance to new legal, audit and best practice protocols;
 - No progress in extending the cemetery;
 - A maintenance review found that repairs totalling £8,000 would be required for new gates, repairs to pavements, new signage, and a new noticeboard. The repairs will be sourced via the reserve fund of £20,000; and
 - Finances are strong and there remains a 5-year supply for internments.
- e) **Joint Parishes Youth Committee** – no update.
- f) **HALC** – Cllr A. Blakelock attended the last meeting. Her report included:
- New officers and representatives were appointed, and a new Constitution agreed;
 - Subscriptions are due to rise from £15pa to £20pa as HDC has removed their subsidy;
 - The HALC Chairman’s report suggested a stronger working relationship with HDC;
 - A newly appointed Police Chief Inspector is responsible for the Sussex Safer Roads Partnership and advised that Operation Downsway will address anti-social driving and speeding across Sussex. He is seeking to deploy more mobile speed cameras. The Clerk was asked to apply for the deployment of a device on Clays Hill. In addition, local councils can review traffic data via the ‘Shiny’ app (<https://ssrp.shinyapps.io/dataportal/>)
- g) **Village Hall** – Cllr Tilley advised that the next meeting will be in one week. 16 Solar panels have been installed with an event planned on 13th August 2022 at 1pm to recognise the achievement.
- h) **Website** – no issues were reported.
- i) **Steyning and District Community Partnership** – Cllr A. Blakelock provided an update that included:
- **A283 Traffic Management** – the installation of speed loops has been delayed. A headcount of users crossing the A283 by-pass at Castle Lane is underway to help build the evidence case; and
 - **Path at Kings Barn Lane** – Working Party 9 continues their review of changing the footpath that runs from the end of Kings Barn Lane to The Saltings in Upper Beeding into a shared path. Two ‘spurs’ have been suggested. The first would add a spur up to the steps by the Church in Upper Beeding. The second spur could be from the pumping station up to the Upper Beeding Post Office. Both spurs would remain footpaths but with improved surfaces (ideally to the standard of the local Walks for All paths). The relevant landowners have now been identified and will be contacted by the Chair of the Working Party.

126. Finance and General Purposes –

- a) **Q1 variance report** – members noted the report.
- b) **Payments for July 2022** - Members **AGREED** that the payments for July 2022 be paid (see appendix A for the payments schedule).

127. Planning.

a) **Applications.**

SDNP/22/02208/FUL - Former Annington Mere Cottages, Annington Road, Bramber - construction of 2no 5-bedroom dwellings.

Members voted, unanimously, to **OBJECT** to the application. Members noted the gradual expansion of proposed development on this relatively small site. Members were cognisant of the previously approved applications (DC/11/2322 and SDNP/17/02771) but noted that this is a new application and, therefore, subject to the Bramber Neighbourhood Plan and SDNP Local Plan, both of which predate this application.

The reasons for the objection were:

- **Overdevelopment** - this is a relatively small and restricted site. There appear to be very few car park spaces related to the size of the proposed properties.
- The proposal extends the existing linear housing development towards Annington, risking further coalescence.
- **Contravention to the NHP:**
 - The application contravenes NHP Objective 1: Protect and enhance the rural character of the parish, the qualities of its landscape setting and its biodiversity, managing the impacts of any future growth in line with the aims of the South Downs National Park, a landscape of national importance.
 - The application contravenes NHP Objective 4: Plan for some additional housing to meet predominantly local housing needs, bearing in mind changing demographics, to provide a more balanced housing mix, in particular for local affordability and elderly downsizers.
 - The application contravenes NHP Policy B1: Location Of Development as it is outside the built-up area boundary.
- **Contravention to the South Downs Local Plan** - The site is not compatible with SD 25, as the land is outside of the local settlement plan as defined in the NHP, part of the local green area in the SDNP, and will occupy a potentially attractive rising slope thus detracting from the special qualities of the National Park.
- **Water neutrality** - the applicant's statement seems to rely on recycling non-potable water. Little explanation is given to how any potable water supply would comply with water neutrality.

b) **Decisions** – none.

- c) **Other Planning matters** – Cllr Tilley agreed to attend the forthcoming HDC water neutrality workshop. Members also noted the rearranged planning Appeal date for the land at Kingsmead application.

128. Highways and Public Rights of Way.

- Cllr Croker referred to the confusing Downs Link signage (across and under the A283) where it connects with the riverside Walk-For-All footpath. Members asked that he contact WSCC to address this matter;
- The Clerk was asked to check with the Chair regarding dates to meet with the Youth Offending team who might offer to provide a repairs and maintenance service to the parish council;

- Speedwatch – Cllrs Kitson and S. Blakelock asked the Clerk for joining instructions for the Upper Beeding and Bramber Community Speedwatch Group; and
- Cllr Kitson advised that the footway adjacent to Field View had not been repaired since the contractor had moved the access. Cllr Croker agreed to contact WSCC about this matter.

129. Neighbourhood Plan Projects – no update.

130. Consultations – Members noted the timescale for responses related to the Review of the Souths Down Local Plan. They also noted the recent public events related to the Options Area Action Plan for Shoreham Cement Works.

131. English Heritage/Bramber Castle – Cllr Green provide a written update which reported that the rope swing installed on the large tree has been reported to English Heritage. The steps beside the gatehouse and at the lower end of the moat are still in need of some repair, and certainly before the wet weather returns. Again, EH are aware.

132. Environment - Cllrs Kitson, Goodall and HDC Cllr Noel provided feedback on the Weald to Waves workshop for local councils hosted by the Knepp estate. The workshop was favourably received by all and aims to provide natural wildlife corridors from the Weald to the sea. Cllr Noel suggested that the project compliments the HDC Wilder Horsham agenda to provide Nature Recovery Networks.

133. Climate Emergency and Steyning Greening 2030.

- Cllr A. Blakelock advised that a series of walking events had been well supported. The next event was an Early Bird walk on 1st September 2022 at 7am.
- 20 mph zone project – no update as the WSCC case officer had been reassigned.

134. Correspondence – the report was noted.

| DATE | FROM | SUBJECT |
|------|---|---|
| 11/6 | WSCC | Downslink grass cutting |
| 11/6 | SDNPA | Shoreham Cement Works Area Action Plan |
| 11/6 | Warden's report | May 2022 |
| 11/6 | SDNPA | Newsletter |
| 13/6 | HDC | Travellers |
| 14/6 | HDC Planning | Field View planning app to HDC planning committee |
| 18/6 | Youth Services | Termly report |
| 20/6 | PCC's office | Clays Hill speeding (2020) |
| 20/6 | Wardens | Minutes of meeting |
| 20/6 | HDC | Climate update |
| 21/6 | WSCC Highways | Road closure advance notice – Castle Lane |
| 21/6 | HDC | Travellers |
| 21/6 | HDC | Prosperity Fund applications |
| 23/6 | SDNPA | Local Plan consultation process |
| 23/6 | Andrew Griffiths MP | Update letter |
| 23/6 | WSALC | Training courses |
| 27/6 | WSCC Highways | Road closure advance notice – The Street |
| 28/6 | Planning Inspectorate | Kingsmead appeal postponed |
| 28/6 | Steyning & District Community Partnership | Notice of AGM |

| DATE | FROM | SUBJECT |
|------|-------|-------------------------------------|
| 4/7 | SDNPA | South Downs Way Anniversary Plaques |
| 4/7 | SDNPA | SDNPA Land Availability Assessment |
| 4/7 | SDNPA | Climate Change Webinar |
| 7/7 | WSCC | Travellers |
| 8/7 | Knepp | Workshop output and slides |

135. Items for inclusion on the next Agenda – none.

136. Date of the next meetings.

- **Ordinary Parish Council meeting** – 31st August 2022 at the Beeding and Bramber Village Hall commencing 7pm
- **Planning Meeting** – TBA subject to receipt of planning applications.

The meeting closed at 20:48.

Signed..... Chairman

Date.....

Appendix A – Payments

| Payments 20th July 2022 | | | | |
|--------------------------------------|--|--------------------|--------------|-------------------|
| Approved at last meeting | Invoiced Services | Voucher | Chq Nos | Amount |
| HMRC | PAYE/NIC - May 2022 | 18 | BACS | £ 135.80 |
| NEST | Clerk's pension - May 2022 | 19 | DD | £ 81.54 |
| Chichester Payroll Services | Payroll costs - May 2022 | 20 | BACS | £ 15.00 |
| Gallagher Insurance | Insurance 24/4/22 to 23/4/23 | 21 | BACS | £ 342.94 |
| Mulberry & Co | Internal audit - 2021/22 | 22 | BACS | £ 180.00 |
| D. Kitson | New keys for public toilet | 23 | BACS | £ 30.48 |
| Ferring Nurseries | Flower baskets | 24 | BACS | £ 1,686.38 |
| D.J. Flynn | Watering flowers x 3 | 25 | BACS | £ 90.00 |
| Geosphere Ltd | Parish On Line subscription | 26 | BACS | £ 45.00 |
| Upper Beeding & Bramber Hall | Hall hire - 11/5/2022 | 27 | BACS | £ 22.50 |
| Sussex Clubs for Young People | Youth Services - 1st quarter | 28 | BACS | £ 1,071.48 |
| EDF | Electricity to public toilet - JUNE 2022 | 29 | DD | £ 30.00 |
| | | | | £ 3,731.12 |
| | | | | |
| Income since last meeting | Amount | | | |
| Bramber Society - flowers | £ 1,480.32 | | | |
| TOTAL INCOME | £ 1,480.32 | | | |
| | | | | |
| BALANCES ON ACCOUNT | | | | |
| Current Account (Treasurers) | £ 12,679.85 | 30/06/2022 | | |
| EARMARKED RESERVES | | | | |
| NHP reserve | £ 380.00 | | | |
| | | | | |
| AVAILABLE RESERVES | £ 12,299.85 | | | |
| | | | | |
| PAID SINCE LAST MEETING (To approve) | Invoiced Services | Voucher | Chq Nos | Amount |
| Julie Bakter | Toilet cleaning June 2022 | 30 | BACS | £ 360.00 |
| Paul Richards | Clerk's salary - June 2022 | 31 | BACS | £ 516.28 |
| TO APPROVE | Invoiced Services | | | £ 876.28 |
| 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 |
| Danny Flynn | Watering in June 2022 x 9 | 38 | BACS | £ 270.00 |
| REGULAR PAYMENTS | | | | £ 617.68 |
| EDF | Electricity to public toilet - JULY 2022 | 39 | DD | £ 30.00 |
| | | | TOTAL | £ 1,523.96 |
| | | | | |
| | Position at bank on 30/6/22 | £ 12,679.85 | | |
| | Uncleared | £ - | | |
| | New payments to approve | -£ 1,523.96 | | |
| | CASHFLOW POSITION AS AT 30/6/22 | £ 11,155.89 | | |
| | Earmarked reserves | -£ 380.00 | | |
| | RESERVE/BUDGET POSITION AS AT 30/6/22 | £ 10,775.89 | | |