

## ***Bramber Parish Council***

### *Meeting Minutes* **Wednesday 14 September 2016** at Bramber & Beeding Village Hall

#### **PRESENT:**

Councillors R.Potter (Chair), M.Tilley, M.Crocker, N.Stubbs, Mrs D.Goodall and the clerk.

#### **IN ATTENDANCE:**

County Councillor David Barling, District Councillors David Coldwell and Ben Staines and Debbie Wood.

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

Apologies were received from Councillors N.Mills and M. and J. Goddard and the Neighbourhood Wardens .

The meeting began with the chairman introducing Debbie Wood who then had an informal discussion with the council about the plans to register with the Dementia Alliance. Debbie is a member of the Steyning partnership and has responsibility for community care. She asked for support to apply to register with the Dementia Alliance as a community partnership to include Steyning, Upper Beeding and Bramber. Following this individual clubs, churches etc would be encouraged to register and submit action plans showing how their organisation would raise awareness. The Alliance would deliver training in either small or larger group and workers would need to attend one session.

It is hoped that notices in buildings will gradually use uniform notices supplied by the Dementia Alliance.

Councillor Staines suggested that something about this could be included in the Neighbourhood Plan. Councillor Barling said that West Sussex will be supportive of this work and Bramber councillors gave their full support.

#### **2. MINUTES**

The Chairman reported that Lynne Edwards who had been co-opted on to the council at the last meeting has since decided that she is unable to take up the role due to business commitments.

There were two amendments:

9 'which forms part of WSCC's Community Initiative Fund' should be omitted.

**10 (3)** the action to resolve the lists of vulnerable people in relation to the winter maintenance plan needs to be re-actioned. **Action:Chair/M.G.** The minutes were then proposed for adoption by Councillor Tilley and seconded by Councillor Stubbs and agreed unanimously.

### **3. OPEN FORUM**

No members of the public present.

### **4. REPORTS**

#### **County Council**

Councillor Barling reported that the proposal presented by the Parish Council for changes to the signing at the Castle roundabout , at the CLC meeting had been favourably received. He is hoping that it will be the second preference choice from the committee to go to County for scoring. The Chairman asked about the pavement budget in regard to The Street. Councillor Barling said that he had submitted both Hyde Square in Upper Beeding and The Street to West Sussex and they are being scored at present. If successful the work will be implemented prior to April 2017.

#### **District Council**

Councillor Coldwell said that HDC have introduced an enhanced Public Protection Order. He also reported that the council is replacing the recycling vehicles as the engines are wearing out and that the vehicles will revert to being rear loaders. With the current system up to 3,000 bins are lost per year.

#### **Neighbourhood Wardens**

The Chairman read out the following report from Paul Conroy:

#### Anti-Social Behaviour and Crime

We continue in our efforts to deter cyclists using the footpath along the river Adur and have noted that one of the signs is damaged.

There has been a very bad instance of fly tipping at Bramber Castle Car Park.

Late on a Thursday evening we disturbed two suspicious vehicles parked in the Lay by in Annington Rd. One was a White Ford Transit vehicle and the other was a blue Peugeot 206. We believe they may have been about to fly tip. We passed details of the White Transit onto the Police. We had reason to move on a group of teenagers who were drinking alcohol on the public footpath connecting the South Downs link at Botolphs. They claimed they were celebrating a friend's birthday. All five of them were male and had bicycles. They were able to show us relevant id as proof of age and we issued strong words of advice regarding remounting their bicycles and walking back to Shoreham-by-sea. We have had two reports of speeding vehicles in the Street and have the VRM of one of those vehicles.

## **Village Hall**

Councillor Tilley reported items from the last meeting. Discussion about the sound system is still on-going and they are looking for grants for new chairs. The treasurer will be resigning next year so a replacement is being sought. The possibility of a CCTV system on the building is being considered following the breaking of a window. The Christmas Fair will be held on Nov.26<sup>th</sup>.

## **5. FINANCE**

a) The financial statement, showing a balance of £21,097.56 with a carry forward figure of £19,565.74 for Bramber and £1,531.82 for SWAB was presented. Approval was proposed by Councillor Potter and seconded by Councillor Stubbs and agreed.

b) The Clerk reported that following a recent meter reading she had sent in the Direct Debit will be reduced from £13 to £8. A smart meter is to be fitted in October.

## **6. PLANNING**

a) Update

Applications were considered at the planning meeting on 15 August (DC/16/1088 and DC/16/1714) and the council recommended objection in both cases (see minutes).

DC/16/1527 Decking built in sloped garden for play house and childrens' play and climbing equipment was discussed at the meeting on 22 August and again rejection recommended.

### **New Applications**

#### **DC/16/1825 Lime Trees, The Street**

Surgery to 1 x Yew Tree

#### **DISC/16/0191 The Coots, The Street**

Discharge of conditions 3,4,7 and 9

#### **DC/16/1935 St Anthony's, Castle Lane**

Demolition of existing detached garage and sheds and construction of single storey rear extension and 2storey side extension

#### **DC/16/1949 6 Kingsmead Close**

Single storey extension and associated remodelling

#### **DC/16/1799 Haven St Mary (Steyning)**

### **Decisions**

#### **DC/16/0550 Bramber Brooks, The Street**

Appeal Dismissed

b) The council then considered the following three applications:

DC/16/1935- there were no objections

DC/16/1799-there were no objections

DC/16/1949-the council objected to these plans due to the associated remodelling, which included the use of timber cladding to the front of the house (not just the rear extension) , and would have a detrimental effect on the street scene. The loss of a considerable amount of greenery at the front would also add to this.

## **7.NEIGHBOURHOOD PLAN**

The Chairman reported that the housing group have finalised their proposals and other groups are completing the gaps in the information for the Pre-Submission document.

## **8. JOINT PARISHES BURIAL BOARD**

The council had been requested to consider the following resolution:  
Bramber Parish Council agrees;

1. that the functions of the former Joint Parishes Burial Board will be transferred to the Joint Parishes Cemetery Committee
2. the Heads of Agreement to establish the Joint Parishes Cemetery Committee
3. the Adoption of the Terms of Reference for the Joint Parishes Cemetery Committee
4. that Upper Beeding Parish Council be the host Parish Council for the activities of the Joint Parishes Cemetery Committee

Councillors discussed these proposals at length and the Chairman and Councillor Stubbs, as the representatives on this committee, gave further details of how it would work in practice. Acceptance of the proposals were then proposed by Councillor Tilley and seconded by Councillor Stubbs and agreed unanimously.

## **9. HIGHWAYS**

The Chairman and Councillor Croker attended a meeting at Horsham to discuss the district's proposals for the Car Park. HDC are aiming for a consistent approach throughout the district and proposals being considered are a possible 2 hour permit for all car parks for an annual fee of between £10-20, an annual season ticket for overnight parking and a resident's permit for around £150-200.

## **10. PARISH PLAN**

The Chairman reported that the issue of the overgrown path beside the A283 had now been resolved and he is currently chasing the Environment Agency to address the Botolph's end of the walk.

A number of wasp sting incidents have been reported along the Adur footpath and Horsham Environmental health was contacted and they have eradicated 2 wasp nests.

## **11. ENVIRONMENT**

As above.

## **12. CORRESPONDENCE**

The following correspondence had been received:

Invitation to the Action in Rural Sussex AGM and Conference.

A request for a donation to Horsham Age UK-councillors decided not to contribute at the moment but to support the local work.

Information from Horsham District Archaeology Group

Introduction from the new Police Public Engagement Officer, Helen Bubloz.

## **14. DATE OF NEXT MEETING**

The next meeting will take place on **Wednesday 26 October 2016** at **7.00 p.m.** in Beeding & Bramber Village Hall.