

Bramber Parish Council

Meeting Minutes **Wednesday 21 January 2015** at Bramber & Beeding Village Hall

PRESENT:

Messrs R. Potter (Chair), N. Mills, N. Stubbs, Mrs D. Goodall, Mrs S. Bignell and the clerk.

IN ATTENDANCE:

Councillor D. Barling, Mr P. Conroy (Warden), Mr M. Tilley(website) and two residents.

1. APOLOGIES FOR ABSENCE

Apologies were received from HDC Councillors D. Coldwell and J. Goddard, Mrs M. Goddard and Ms J. Howley.

2. MINUTES

The minutes of the previous meeting held on 10 December 2014 were agreed and signed.

Update on action points:

5.a The clerk reported that the electricity meter had been read and the account was £25 in credit. The direct debit of £25 per month would remain the same. She said that the account showed that the major cost was the standing charge.

9.a The Chairman had contacted the PCSO about a traffic survey for The Street. He had also received complaints from residents about the increase of traffic speed. In addition, a resident had given him information about a speed camera designed for use in a 20mph zone. Paul Conroy agreed to look into this.

Action: Chair/Warden

3. OPEN FORUM

A resident explained that he had walked the new Downs Link footpath and asked councillors to look at photographs he had taken which he said showed work that was incomplete and not finished to a high standard. He expressed concern that the surface would deteriorate and that already one part of the path had been flooded.

The Chairman said that the contractors had been prevented from turning straight on to the site from the A283 as this would have necessitated a traffic order and also would have delayed traffic.

Councillor Barling explained that the contractors were pulled off due to the bad weather and that part of the route has not had its final surface. It will be necessary for the work to be fully completed by the end of the financial year. He will speak to Jon Perks, the lead officer for the project to ensure that the quality of the work is monitored. Part of the project is the responsibility of the Steyning Partnership.

The Chairman then introduced Colette Harber, the clerk to the Joint Parishes Burial Board. She explained that the Board has two representatives from the parishes of Steyning, Bramber and Upper Beeding and that the cemetery is civil, non-consecrated and non denominational. Looking forward, the Board wishes to plan for a possible purchase of additional land. At present their constitution says that any money it holds

in excess of £10,000 should be offered back to the parish councils on a pro-rata basis.. The board would like this figure to be increased to £20,000 and Mrs Harber suggested that £30,000 may be more appropriate in view of the rise in inflation since the money was given.

The Chairman suggested that the Board forms its own reserves policy which could then be brought back to the councils for approval. This was agreed and Mrs Harber was thanked for her talk.

4. REPORTS

County Council

Councillor Barling confirmed that the two salt bins for Annington were on order and expected to arrive by the end of the month. He reminded the council that there was still money in the CLC fund and confirmed that the Bramber Society could make an application for the cost of a speed device if it was deemed suitable.

The next meeting of the Chanctonbury local committee takes place on 4th March at the new Ashurst Village Hall.

WSSC is a consultee in the plans for Gatwick Airport and a report stated that the council takes a neutral position but is very concerned about certain issues i.e. pollution. Some councillors have asked that WSSC moves to oppose on the grounds of the number of additional houses needed for all the extra jobs.

Neighbourhood Wardens

Paul Conroy gave the following report:

Anti-Social Behaviour

There have been two incidents of Fly- tipping. One in Maudlin Lane and the other on the footpath/layby on Annington rd. We believe we have deterred several fly tippers in the area and have made notes of registration numbers.

We have had two sightings of a young man (Known to us) riding a petrol driven scooter across the three parishes. We have reported this to the neighbourhood Police Team and they are investigating what action they can take.

There have been an increasing number of cold callers across the three parishes, we would like to remind residents to remain vigilant and call ourselves or the police on 101 if they feel concerned or notice any suspicious behaviour. We continue to patrol the area and check identification whenever possible. We are planning a leaflet campaign across the three parishes to raise awareness.

There has also been a recent scam known as the "BT Scam", where emails are sent claiming that bills have been unpaid. Bank details and payments are being asked for, these are not legitimate emails from the company and we would like to advise residents to contact any company you have dealings with directly, when making any transactions. Please note that some emails will have a number for you to call, do not call these numbers as they are likely to be false.

A young man was arrested regarding the theft of bicycles taken from different locations across the three parishes.

There have been a number of Van break-ins across the district, notably in Horsham, Partridge Green and Broadbridge heath. We advise van owners to take the appropriate steps to make sure their vehicles are secure. Tradesman tools are being specifically targeted so we would like to encourage owners not to leave them in their vehicles overnight and ensure the vehicle has an alarm and is insured.

We have reported anti-social driving concerning a blue Subaru that was driving at speed and on the wrong side of Annington Road.

Community

We assisted Emma Edwards with the end of term Christmas youth disco.

We ran a successful race night for some of the residents and Dingemans, we provided transport for other residents from Steyning, Bramber & Upper Beeding whom attend the club.

We are attending a meeting with Sue Rogers regarding the loneliness and isolation project at the Hub Café on the 22nd January.

Village Hall

The Clerk reported that the Christmas Fair had raised £682, the Concert £279 and Quizzes £175. A Spring Fair will not be held this year but an Election Café will be available on May 7th. The Upper Beeding Showcase will be May 9th and an Audio-Visual Show by the Camera Club on April 30th.

Following advice, there will be a ban on e-cigarettes in the hall.

The application for Bramber and Upper Beeding S 106 money for the new floor has been sent to HDC.

5. FINANCE

a) The Chairman asked the Council to consider raising the clerk's salary from point 15-17 and to increase her working hours from 7 to 8 per week. He said that no review or change had been made in the last 4 years. This was proposed by Roger Potter, seconded by Nick Stubbs and approved.

b) Swimming pool donation. A decision was postponed from last month. The Chairman said that Jim Goddard had asked him to say that he did not think a donation should be made as Steyning had made this financial arrangement many years ago. After discussion, the council felt that as Bramber residents were users of the pool and as an act of goodwill a contribution should be made. Sandra Bignell proposed that the council contribute £500 on an annual basis and this was seconded by Nick Mills and approved.

c) The Chairman said that the Bramber Society had asked that instead of receiving no money next year for flower displays the amount be halved. The clerk suggested that the council consider not making a contribution this year as there were additional exceptional payments to be found but to reinstate funding the following year. This would also enable the council to keep the increase of the precept to a minimum. This was agreed.

d) The financial statement (attached to minutes) had been circulated to councillors and acceptance was proposed by N. Mills, seconded by R. Potter and approved.

e) Precept Nick Mills proposed that the precept be raised by £500 to go towards the expected cost of £1700 needed for Neighbourhood Plan requirements. This was seconded by Nick Stubbs and approved.

6. PLANNING

a) Update:

New Applications

DC/14/2688 Downside, Maudlyn Close

Amendment to DC/12/1201 (Minor amendment to previously approved DC/11/0893-proposed extensions, alterations and replacement garage) to

include first-floor balcony, pitched roof to side utility room, alterations to front and rear extensions and detached double garage in lieu of detached single garage to include a first floor extension.

DC/14/2738 3, The Ridings

First floor extension within the confines of the existing roof

DC/14/2754 4, The Ridings

Two storey rear extension and some internal alterations

DC/15/0035 Meadow House, Crofters Wood, The Street

Fell 1 x tree and surgery to 12 x conifers (Work to trees in a conservation area)

Granted

DC/14/2341 Woodlea, The Street

Removal of existing concrete fence and posts due to demolition of buildings at Tinkers Court, The Street. Erection of new brick and pier wall to march opposite existing

b) The council then considered the 3 new applications:

Downside, Maudlyn Close

The council wished to object to these plans due to the fact that the garage was very large and too near to the road.

3, The Ridings

The council had no objections to these plans.

4, The Ridings

The council had no objections to these plans.

7. NEIGHBOURHOOD PLAN

a) Report from Steering Group

Nick Mills said that the residents' survey compiled by the steering group from feedback from the focus groups was delivered on time to 3,500 homes. It is hoped that 1,000 will be returned. Publicity has been prominent and all groups/societies have been asked to encourage their members to complete the form. Currently there are 70 residents on the 6 focus groups. Letters to stakeholders are being finalised.

A youth survey is being produced by Nick Muggeridge on the steering group together with Emma, our youth worker. This will have a cash prize to increase motivation.

b) Housing Survey

It has been confirmed by the consultants that Bramber has to conduct a separate Housing Needs Survey in order to comply with the Neighbourhood Plan guidelines. This will be undertaken in March.

8. PARISH PLAN UPDATE

There was nothing further to report.

9. ENVIRONMENT

Nick Stubbs reported on a meeting with the Environment Agency. There are concerns about flooding and the pumping station. The EA is committed to dealing with any issues concerning the River Adur and in the short term to the pumping station.

However, there is still confusion around what will happen when the internal Drainage Board is abolished. Riparian landowners will be fully responsible for the upkeep of drainage channels etc. and the Local Authority could take steps to enforce this.

Concern was shown about proposed developments upstream and how it would affect the two parishes from the possibility of flooding.

Nick Stubbs also took a map showing proposed routes for underground power lines for further investigation.

Action:N.S.

10. YOUTH PROVISION

There was nothing to report.

11. FILMING/RECORDING OF MEETINGS

Councillors had considered the protocol adopted by both Steyning and Upper Beeding. It was proposed by Nick Mills and seconded by Nick Stubbs that this protocol be adopted by Bramber and approved. A notice will be prepared by the clerk.

Action: Clerk

12. CORRESPONDENCE

a) A letter had been received giving information about the forthcoming election to be held on May 7th. Nomination papers etc will be available at the next meeting.

b) An invitation had been received from the Gatwick Airport Authority asking if the council wished to participate in any consultation meetings.

The clerk was instructed to say that council wished to be kept informed of these meetings.

Action: Clerk

c) James Stobart , the Road Safety Officer at Operation Crackdown had offered to attend a council meeting to give more information. The clerk will send future dates.

Action: Clerk

d) The Chairman said that Dudley Moore who regrettably had had to resign from the council due to work commitments, was contacting English Heritage to ascertain the feasibility of holding a music festival at Bramber Castle in the summer.

13. DATE OF NEXT MEETING

The next meeting will be held on **Wednesday, 25th February 2015** in the Beeding & Bramber Village Hall at **7 p.m.**