

Bramber Parish Council

Meeting Minutes **Wednesday 14th October 2015** at Bramber & Beeding Village Hall

PRESENT:

Councillors N. Mills (Chair), N. Stubbs, J. Goddard, M. Tilley , Mrs D. Goodall and the clerk.

IN ATTENDANCE:

Paul Conroy (Neighbourhood Warden) and one resident.

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillors R. Potter, Mrs M. Goddard and Ms J. Howley as well as District Councillors D. Coldwell and B. Staines.

2. MINUTES

The minutes of the previous meeting held on 2nd September 2015 were agreed and signed.

Matters Arising:

8.b Speed Indicator Device

This item was discussed under the Open Forum

8.d Toilet Block Lock

The Clerk reported that a locksmith had been to see the existing lock on the main door and was deciding how it could be improved. However, councillors pointed out that the main concern was the lock on the other side of the building so locksmith will be contacted again. **Action: Clerk**

9.a De Braose Way Footpath

The clerk had been informed that the Rangers will be dealing with this.

9.b A place has been booked for Mrs Lynne Broome to attend the next training day at the end of October after which she will let the clerk know if she is happy to take on the role of tree warden.

3. OPEN FORUM

Councillor Goodall reported on the traffic accident on Clays Hill the previous week when she had to direct traffic prior to the police arriving. She also said that speed traffic officers had been taking readings on the day of the meeting.

Councillor Potter had reported that Upper Beeding P.C. had agreed in principle to sharing the cost and the use of a movable speed indicator device but Steyning P.C. had said that it was not a priority for them. Councillor Goodall had investigated the cost of the devices and found that the cost of a battery operated sign would be approximately £3,250 which included post and delivery. The cost of erecting one post is £1500.

The advantage of this sign is that it is light (1kg battery) and therefore easy to move around. However, it was advised that due to the amount of traffic on Clays Hill it was likely that the battery would have to be charged twice a week.

The solar operated sign costs £3,850 and would not need charging but is more difficult to move.

It was agreed to pursue the matter further and Councillor Goodall will contact Upper Beeding to gain their views and also Dean (Cali's replacement at West Sussex). Ashurst P.C. will also be contacted to check reliability of its sign.

Action: D.G.

4. REPORTS

District Council

Councillor Coldwell sent the following report:

HDC has now been advised that the HDPF local plan has been approved by the inspector in its most recently amended form, that is 800 housing units over 20 years to be mostly concentrated around Horsham, Southwater and Billingshurst, plus a few other and whatever is brought forward by the neighbourhood plans. The Plan is now expected to be brought to the council for formal adoption on 19th November at a special meeting. It is likely to be the only agenda item. Considerable opposition to the plan remains with some members, mainly in the north of the district and the debate is likely to be lengthy. The Inspector's report is on the HDC website and members will be interested to learn that the Mayfield proposal was not considered having been rejected at an earlier stage.

Neighbourhood Wardens

Paul Conroy gave the following report:

Anti-Social Behaviour and Crime

A very quiet month for the Parish of Bramber.

We have been however monitoring a group of young males from Upper Beeding who have on several occasions, been loitering around the toilets in Bramber Car Park. If anybody sees a group acting suspiciously in the area can they please give us a call. We have stepped up our patrols of the area and will notify the Police if we have any concerns.

On Friday evening 18th September at around 10.30pm two cars parked in Maudlin Lane were playing loud music. The cars contained 8 young males who were unknown to me. I intervened and they left the area.

On Friday 25th September I had to intervene with a group of young males who were intoxicated and acting in a loud and raucous fashion on the bench at the bottom of Bramber Castle.

Paul also said that there had been a spate of crimes in Steyning during the past two weeks which the police were investigating.

Horsham Association of Local Councils

Councillor Stubbs had attended the recent meeting at which there had been two excellent presentations by the Sussex Safer Roads Campaign and by the South East Coast Ambulance Service and Air Ambulance.

SSR illustrated how incidences of speeding etc are analysed and how different hot spots are identified.

The Ambulance Service said that West Sussex has the ninth largest elderly population in the country and so the service has to respond to the demographic change in order to be better able to respond to emergencies. They are looking to have more mobile units and also to employ more staff to prepare the ambulances for use so that the paramedics can utilize their time better.

The Air Ambulance has two helicopters both of which attended the Shoreham incident. The service flies 24/7 and is wholly dependent on voluntary contributions.

Youth Service

The latest quarterly report from Emma Edwards, our Youth Worker, had been distributed and members commented on how comprehensive it was. It will be put on the website.

Action:M.T.

SAYS has received quotes from Horsham Matters for 2016/7 and these will be discussed at the next trustees meeting. An issue regarding the repayment of funds from the charity back to the Parish Councils is currently being investigated by the SAYS trustees.

5. FINANCE

a) The financial statement was distributed and approved. Members had also received the half yearly records of payments and receipts and considered the financial state to be healthy. However, the clerk pointed out that payments so far this year were ahead of receipts and asked members to consider any further payments that may be necessary next financial year so that the budget and precept can be considered at the next meeting.

Action:All

b) Cheques were presented for signing.

c) The clerk informed the council that a request had been made for consideration to a pay rise for the toilet cleaner. She pointed out that the present rate had operated since August 2012. The council asked that enquiries should be made about local rates before a decision is made.

Action:Clerk,J.G.

6. PLANNING

a) Update

New Applications

DC/15/1939

5, Clays Hill

Erection of lattice privacy panel over side gate

This application was considered at the planning meeting on 21st September and members were unanimous there were no objections to the privacy panel but wished to state that it must not cross the boundary without the neighbour's permission.

SDNP/15/04783/CND Annington Nursery

Removal of Agricultural Tenancy Condition

DC/15/2223

8, Coombe Drove

Proposed single storey side extension plus alterations

DC/15/1930

St Nicholas Churchyard

Remove the canopy of Yew tree to reduce stress and improve stability

Decisions

DC/15/1605

1, Millfield

Replacement conservatory

Permitted

DC/15/1569

Lime Trees, The Street

Porch extension to dwelling

Permitted

DC/15/1471

4, Clays Hill

Retention of ancillary garden building

Refused

DC/15/1757

43, Coombe Drove

Detached single garage

Permitted

DC/15/1771

Whyte Croft, The Street

Single storey extension, new

wall

Permitted

b) The Council then considered the following planning application:

SDNP/15/04783/CND Annington Nursery

The council was unanimous in having no objection to this application.

7. NEIGHBOURHOOD PLAN

Councillor Mills reported that since the last Council meeting there has been a briefing of SPC councillors to address any concerns or questions. Topics included were:

Importance of a Neighbourhood Plan and is it necessary

Leverage to be gained

Relevance and status of other local NPs

Open/green spaces and Strategic Environmental Assessment

Public consultations and timing

Rural exception sites

SDNP issues

Youth survey; age range and process

Affordable homes and their sustainability

SWAB NP financial position

This was followed by a vote of confidence in adequately addressing all issues raised and passed unanimously by all attendees.

The online multi parish youth survey designed by local young people has been completed. Data for the SWAB area has been analysed and reported by the youth leader and young volunteers.

The Stage One Report was approved by the NP Steering Group at the late September meeting and includes summaries of views from the residents' survey on each of the focus group topics.

The Housing Focus Group members have been working hard on the important and complex task of assessing the 22 potential sites against the site selection criteria. Volunteers have attended two 3 hour meetings with one further meeting need to complete this crucial task. The NP Steering Group will confirm the assessments and select recommended sites for the plan. (Site locations continue to remain confidential during this sensitive process to protect the sites from predatory developers. However, they will all be reported publically in due course to give residents the opportunity to comment on this important element of the SWAB Pre-submission Plan and formal public consultation).

The Environment Focus Group has been busy refining their proposals for SWAB designated green spaces. Though the entire proposal has yet to be agreed it is confirmed that the Abbey Road site will be included.

The latest NP grant application to the Locality fund has been approved and will cover all currently anticipated costs.

Another SWAB public meeting is currently planned for the end of the year to provide a full project update and Q and A session. We currently expect the referendum on the finalized Neighbourhood Plan to be in late Spring/Early Summer 2016 which will follow on after taking account of the 6 week consultation period.

Residents can view all documents and minutes etc. on the website:

<http://www.swabneighbourhoodplan.org>

Several more new documents will be uploaded shortly once all Parish Councils have received them.

Next steps include:

Agreeing new housing numbers for each parish from the data available
Seek additional information from land owners of the recommended key development sites
Recommend selected potential development sites for SWAB Pre-submission Plan
Meet SDNP and HDC representatives to discuss development plans

8. HIGHWAYS

See next item.

9. NEIGHBOURHOOD WARDENS

A letter had been received from Horsham District Council saying that our present contract expires in March 2016 and that we will soon receive a new Service Level Agreement, after which we can decide about future provision.

The District and County Councils together with the Police are currently exploring the roles of the wardens and our Chairman recently attended a meeting about this.

10. PARISH PLAN UPDATE

A-Communications

An update will be prepared for the December edition of Your Steyning and will include details of the council vacancy due to Sandra Bignell's resignation.

B-Traffic and Highways

Four remaining lamp posts have at last been updated to 'Victorian' style and the 2 in Millfield have been painted.

Highways have now confirmed that both Maudlyn Lane areas are on the schedule of annual works. The corner of Maudlyn Park has already been cut back and the hedge near Clays Hill will be cut mid-late November.

WSCC has agreed that the overhanging greenery on the A283 needs to be cut back and a date is awaited.

We are still awaiting a response from Highways legal team about the correct positioning of the 30mph sign on the south side of the Castle roundabout.

Additionally Steyning PC is looking at the possibility of sharing costs to move sign to bottom of Clays Hill.

E_Flood Planning

The drop-in session arranged by the Environment Agency on 16 September in Steyning was poorly attended. There was much information given and several staff to answer queries.

Members of the Flood Plan group plus 3 volunteers will be provided with a copy of the Bramber Flood Plan together with a key to access the emergency flood kits. The locksmith is currently deciding on the most appropriate lock type.

11. APPOINTMENT OF VILLAGE HALL REPRESENTATIVE

Councillor Tilley was asked if he was prepared to represent the council on the management committee of the village hall and he agreed. He was proposed by Councillor Stubbs and seconded by Councillor Goodall and agreed unanimously. This vacancy arose as the result of the resignation of Councillor Bignell and thanks to her were extended by the Chairman.

12. CORRESPONDENCE

a) The AGM of West Sussex ALC to be held on 19 November at Chichester invited representatives to attend. The conference following is about resilience, emergency planning and flooding issues. Councillor Stubbs is to consider attending. Places have to be booked by the end of October.

b) It was agreed to put notices about the Brighton University project on the River Adur on notice boards and website.

13. DATE OF NEXT MEETING

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