

Bramber Parish Council

Meeting Minutes **Wednesday 25th November 2015** at Bramber & Beeding Village Hall

PRESENT:

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

IN ATTENDANCE:

Paul Conroy (Neighbourhood Warden) and District Councillor B. Staines.

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Mrs M. Goddard and Ms J. Howley as well as District Councillor D. Coldwell and County Councillor D. Barling.

1 (b) CO-OPTIONS

Mr Michael Croker, having indicated his interest in joining the council was proposed for co-option, to replace Mrs Bignell who had resigned, by Councillor Goodall, seconded by Councillor Goddard and agreed unanimously. The Chairman welcomed Councillor Croker to the council.

The Clerk reported that Mrs Lynne Broome had completed a training course at West Sussex and had agreed to become a Tree Warden. Her appointment was proposed by Councillor Goddard and seconded by Councillor Goodall and unanimously agreed. It was decided to invite Mrs Broome to the next council meeting to meet councillors.

Action: Clerk

2. MINUTES

The minutes of the previous meeting held on 14th October 2015 were agreed and signed.

Matters Arising:

2.b The Chairman reported that two locks had now been fitted to the store cupboard in the toilet block.

3. OPEN FORUM

There was no open forum.

4. REPORTS

District Council

Councillor Coldwell sent a report which was re-iterated by Councillor Staines at the meeting. The Planning Framework was finally adopted last week and Horsham district Council will now be getting on with the CIL process which is good news for the Neighbourhood Plan. The process is expected to be finished by the middle of next year. There has been a threat of a judicial review being applied for by those opposing the plan. The inspector's approval requires that it be reviewed in 3 years to reflect any potential changes at Gatwick.

The South Downs National Park has agreed at a planning meeting, as a result of a recent legal case concerning temporary or movable structures on agricultural land, that the silos at Redgate Farm do not require planning permission. Councillor Staines also reported that the planning decision re 4, Clays Hill is to go to appeal. The budget process at HDC is well underway but awaiting the details of the financial statement from the government. Whatever the outcome it is sure there will be considerable pressure on services, taxes and costs.

Neighbourhood Wardens

Paul Conroy gave the following report:

Anti-Social Behaviour and Crime

Credit Card Scam He said residents should be aware of a scam operating in the Horsham district. He warned of accepting any surprise gift or package which has not been ordered or expected especially if it involves payment as a condition of receipt. Never accept anything from anyone you do not know or for whom there is no proper identification.

Criminal damage has been done to several parked vehicles in Upper Beeding High Street.

Late one Friday evening 2 motorcycles were seen driving up to Bramber Castle. Wardens investigated and saw the riders had left their vehicles but after 10 minutes and having taken the registrations, 3 males appeared and said they had been chilling out. They left the area and a search was carried out. 8 empty cannabis bags were found hidden by the wall of the entrance to the church. Information has been passed to the police and regular patrols carried out by the wardens but no further evidence of drug taking has been found.

A vehicle parked in Maudlin lane had a wallet stolen from it.

Several valuable flagstones have been stolen from St Mary's. The gates to the area were broken in the early morning. The Police have been contacted and wardens visited the owner to give reassurance and advice.

Operation Magpie operated across the area until 10 November tackling home break-ins and burglaries. Residents are encouraged to look at the home security checklist on www.sussexpolice.uk/burglary

Wardens supported a Tea Dance held at The Hub in Upper Beeding and continue to run the Thursday afternoon social club for older persons from the 3 parishes.

Village Hall

Councillor Tilley reported that the hall's finances were in good order having a £6,000 surplus and that hire and storage charges were to remain the same for the coming year. The focus at the moment is on the forthcoming Christmas Fair.

Joint Parishes Burial Board

The Chairman reported that the Board had issued the following statement to be passed to the Parish Councils:

At last night's JPPB meeting the Burial Board instructed the Clerk to proceed with the initial tasks involved in the project to purchase additional land for the cemetery. This will entail speaking with the Environment Agency, Trevor Passmore, and initiating a hydrological survey to determine the viability of the proposal.

The initial estimate for the project is £30k and, if the project proceeds to completion, is likely to be spent over an 18 to 24 month period. Currently the funds in the Board's bank account stand at approximately £37k. The annual running costs of the cemetery

are around £9k and we have an annual income which varies between £5k and £10k. The Board felt that the current financial situation and estimated future expenditure and income warranted giving the go-ahead to take these initial steps. Having said that there is always the possibility of unforeseen expenditure or fall in income to cover on-going and capital expenditure and we felt it right to advise you of the possibility of the need to request additional funding from the Parish Councils, who have the ultimate financial responsibility, if such circumstances arise.

The Board also felt it sensible to explain a worst case scenario whereby the land available for purchase was proven to be not fit for purpose and we were left using up the land in the existing cemetery. Under these circumstances annual income from the current sources would, at some point, be severely reduced and the Board would be obliged to find their income for on-going maintenance from other sources, including the Parish Councils.

Steyning Area Youth Service

Councillor Mrs Goddard sent in a report of the SAYS Management Committee meeting. These meetings have previously been held jointly with the trustees but now the service is well established will be held separately. In order to maintain links it was agreed that one trustee would attend each management meeting.

A Chairperson was elected for the Management Committee and the committee's roles and powers were discussed and agreed.

The youth worker gave her report and the Horsham Matters budget overview as at 27 October 2015 was agreed.

Meeting are to be held bi-monthly and the next meeting will be held on 11 January 2016.

The Chairman reported that, at the recent meeting of the Trustees, it had been agreed that the parish Councils be requested to return the refunds that had been given them from the SAYS account. This followed information received from the Charities Commission.

5. FINANCE

a) The financial statement showing a balance of £27,540 was presented and agreed.

b) A budget forecast had been distributed to councillors and this was discussed. It was decided to make a final decision about next year's precept at the January meeting when it is hoped to have more information about costs from Horsham.

c) Papers regarding the future of audit procurement had been sent to members who agreed unanimously to stay within the Sector Led Body Audit procurement.

6. PLANNING

a) Update

Considered at Planning Meetings

DC/15/2323 Maples, Maudlyn Close

Front Dormer Extension- Recommendation-No Objections

DC/15/2411 Mountain Ash, Maudlyn Close

Demolition of existing garage/utility space and the erection of new garden room, WC, utility room and garage Recommendation-No objections

DC/15/2370 Land East Of Little St Mary's, The Street

Amended proposal for construction of a new dwelling to include a detached carport and store (previously approved under DC/15/2411)- Recommendation-Object for reasons of size and scale and particularly of the height of the ridge. Proximity to the road and to St Mary's as well as it being detrimental to the street scene in a conservation area.

DC/15/2223 8, Coombe Drove

Single storey side extension plus alterations- Recommendation-No objections

DC/15/1971 Bramber Brooks-no information sent to Bramber but dispensation given for late reply

New dwelling-Recommendation – Object on a number of grounds mainly relating to access matters and the height of the building.

SDNP/15/05230 The Bostal

The council also wrote in support of Steyning Parish Council in opposing the application to SDNP for the bund on the Bostal Road.

New Applications

DC/15/2488 Crimond, Maudlin Lane

To be considered at this meeting

DC/15/2444 37 Coombe Drove,

Surgery to 3 x Ash Trees and 2 x Sycamore Trees (tree preservation order)

DC/15/2496 White Lodge, Crofters Wood, The Street

Fell 1 X Fir Tree (Works to trees in a Conservation Area)

Decisions

SDNP/12/04783/CND Annington Nursery

Removal of Variation of an Agricultural Tenancy Condition **Refused**

DC/15/1939 5, Clays Hill

Erection of Lattice privacy panel **Permitted**

DC/15/2223 8, Coombe Drove

Proposed single storey side extension plus alterations **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.

b) The Council then considered application DC/15/2488 (as above) and was unanimous in having no objections. **Action:Clerk**

7. NEIGHBOURHOOD PLAN

Councillor Mills reported that the newsletter was about to go to print and would need to be distributed to all households. There was a suggestion from Councillor Stubbs that we may be able to include them in the Scouts local post scheme but it was felt it would probably be easier to use our usual method via council members.

Action:Clerk

The newsletter gives full details of a Public Consultation Event when all members of the public are invited to view all the potential development sites and suggested potential green spaces for inclusion in the Plan. It is an opportunity for everyone to have their say on what should and should not be included in the final document.

8. PUBLIC TOILETS

Councillors had been asked to consider a rise in the wages for the cleaner who looks after the toilet block and bus shelter. Enquiries had been made about suitable

remuneration and Councillor Mills proposed that the salary be raised from £150 per month to £175. This was seconded by Councillor Tilley and unanimously agreed.

Action: Clerk

9. HIGHWAYS

Councillor Goodall continues to look into the possibility of installing a Speed Indicator Device on Clays Hill. It was confirmed that for legal reasons it would only be able to be used intermittently possibly making the preferred choice of a solar system, which is heavier, more difficult. The Chairman said that he would obtain feedback from the recent speed checks on the hill.

Action: Chair

10. ENVIRONMENT

An invoice had been received from the Bramber Society for the winter flower baskets for The Street. The Chairman reminded members that whereas, in some past years, council had made a contribution to the summer display none had been made this year. He asked councillors to consider making the payment for this invoice. Points raised were that there were no displays in the other areas of Bramber where most people lived but that The Street brought many visitors to the village and the flowers were a popular feature. Councillor Potter proposed that a donation covering this invoice be made and this was seconded by Councillor Croker and agreed with one abstention.

11. PARISH PLAN UPDATE

The Chairman reported that HDC were at present undertaking leaf clearance throughout the village and this was continuing.

12. CORRESPONDENCE

- a) Notification about the Warmer Homes P 2015-16 Project had been received from HDC.
- b) West Sussex had informed the council that the December meeting of the Chanctonbury County Local Committee had been deferred until January 2016.

13. DATE OF NEXT MEETING

The next meeting will be held on **Wednesday, 06 January 2016 at 7 p.m.** in Beeding & Bramber Village Hall.