

Bramber Parish Council

Meeting Minutes Wednesday 03 August 2016 at Bramber & Beeding Village Hall

PRESENT:

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

IN ATTENDANCE:

District Councillors David Coldwell and Ben Staines, Paul Conroy (Neighbourhood Warden) and 3 members of the public.

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillor M. Goddard and Michael Pearce (Neighbourhood Warden).

2. MINUTES

The minutes of the previous meeting held on 22 June 2016 were agreed and signed following a request for a small amendment from the Chairman to 11.F

The SAYS reserves at the beginning of the year stand at approx £33k and the projected costs for the year are £35k. It is likely that the parishes will be asked to contribute a small contribution to make up the shortfall.

Update on Action Points:

2.d The Clerk reported WSCC had confirmed that they do not clean road signs any longer. It was also confirmed that Bramber Council can take down any banners around the Castle roundabout/Downslink.

Councillor Mills asked that the large banners to the side of the roundabout be allowed to remain as long as they were sufficiently back from the carriageway and this was agreed. The council agreed that Christine Supiot would take down any banners alongside the Downsway which could affect safety to horses, riders and others. She would inform the clerk that she had done so and also retain the banner. Anyone wishing to reclaim the banner would contact the clerk.

3.a Councillor Tilley reported that he had contacted Councillor Barling, regarding the resident's complaint about the state of the pavement in The Street, who had asked for photographs. Unfortunately these have not yet been received from the resident.

3. The Chairman said that WSCC had cut the grass again at the beginning of the Walks for All route but do not pick up the cuttings. The second half of the walk should be cut by the Environment Agency.

10. The lock on the toilet has been strengthened.
12. The clerk had contacted English Heritage about cutting the hedge along Castle Lane/The Street and was informed this was programmed to be done at the end of July. She will contact again if this isn't done.
- 13.c Information about community assets has shown that St Mary's would not meet the criteria for this. However, the owners are still wanting to discuss future issues with the council. **Action: Chair**

3. CO-OPTION

The Chairman introduced Mrs Lynne Edwards who had expressed an interest in joining the council and then invited her to tell the council a little about herself and her motivation for coming forward. Lynne has lived in Bramber for 12 years and has a business in Brighton. She is very interested in protecting Bramber's heritage and particularly planning issues. She was then asked to leave the room whilst a short discussion took place prior to a proposal from Councillor Potter and seconded by Councillor Mills that Mrs Edwards be co-opted as a member of the council and agreed unanimously. The council then extended a warm welcome to her.

4. OPEN FORUM

Christine Supiot who looks after the footpaths for Bramber said that she was seeking the views of residents about the South Downs Way which runs alongside The Bostal at the top of the hill. Although this is signposted and has been a well used path since anyone could remember it was not changed on the definitive map and ways are being explored to retain it in its present position. This was supported by the council and residents present.

In addition, the clerk was asked to ensure that the Planning Inspectorate is informed that Bramber Council in saying it had no objections to the DMMO/3/14 change of route of a very small sector of footpath did not mean it supported the application but rather that it retained a neutral stance. **Action: Clerk**

5. REPORTS

District Council

Councillor Coldwell said there was little to report but commented on two recent planning applications on which he had supported Bramber Council's objections. He said that the proposal for stables on Clays Field had received 4 pages of objections and that this will go to committee but he felt that it will be difficult to fight on planning grounds.

A letter had just been received with amended plans for the proposed new house on Clays Hill and he felt that the original objections were still

relevant. Bramber Councillors will discuss this application at the planning meeting on 15th August.

Neighbourhood Wardens

Paul Conroy read the following report in Michael Pearce's absence:

Neighbourhood Warden Report – July 2016

The amount of reported Anti-Social behaviour in Bramber continues to stay low going into the school holidays, however on two occasions we have intervened with a group of youths causing a nuisance at the bus stop in the street. And asked a vehicle at the Castle car park to move on due to excessive noise.

We have now attend a training session at Horsham District Council to further bolster our existing powers and will soon be able to issue a community protection notice if required.

What is a community protection notice?

The CPN is aimed at stopping a person, business or organisation committing persistent and continuing unreasonable behaviour that spoils the community's quality of life, by targeting those responsible.

A Community Protection Notice is a written warning that requires the perpetrator to stop the behaviour that is causing ASB. It can include a requirement to stop doing something, to positively do something (such as clear land of litter) and take reasonable steps to prevent the behaviour continuing.

Failing to comply with a CPN is an offence for which the individual or business can be subject to a fixed penalty notice or prosecution through the courts.

We continue to patrol and monitor the footpath by the river, we have had cause to ask a few cyclists to dismount and educate them regarding the footpath, for the most part this has been well received and we are yet to come across any repeat offenders. Paul added that on recent patrols there had been larger numbers of cyclists some in organized groups who were becoming less co-operative. This was supported by Councillor Goodall who had seen a large uniformed group who answered rudely when informed that the path was not a cycle route.

Following conversations with Horsham we are looking to carry out welfare check visits to potentially vulnerable residents in Bramber. We may also be assisting in the distribution of 'Winter Warmer Packs' for those whom it may benefit. We have recently been on a training course which also enables us to give fire prevention advice if required.

Following a visit to the Hub Cafe we have spoken to members of the Upper Beeding lunch club for older residents. This club consists of residents from across the three parishes. You may be aware we also assist with the Vintage years club and also run trips for residents club at Dingemans. We are now assisting trips for the Upper Beeding club which also includes residents from Bramber.

Horsham District Council has given us access to a Twitter account (social networking tool)

you can follow our posts and message us at - @HorshamWardens

All of our posts will be marked with #SBUB so we can be told apart from the other wardens using the service.

JOINT PARISHES BURIAL BOARD

The Chairman reported that he and Councillor Stubbs would be attending the meeting on 4th August with representatives from Steyning and Upper Beeding PCs to agree terms of reference for the new Joint Parishes Cemetery Committee. These will then need to be agreed by all 3 parish councils.

SAYS

The Chairman reported that the trustees had discussed arrangements for the continuation of the service after March 2017. The suggestions were:

- 1) Contracts should return to being between Horsham Matters and the individual councils.
- 2) Funding arrangements will be to the same formula.
- 3) The management committee will take on more responsibilities including financial aspects and have new terms of reference. Representatives will then report back to their respective councils.
- 4) The contract will be for 3 years and Horsham Matters will supply costings in September.

It was proposed by Councillor Goddard and seconded by Councillor Stubbs that the council agree these terms and it was passed unanimously.

HORSHAM ASSOCIATION OF LOCAL COUNCILS

Councillor Stubbs reported on the meeting he had attended:

Election of Officers:

Chair: Val Court (Nuthurst)
Vice-Chair Terry Oliver (Broadbridge Heath)
Secretary: Beverly Bell (Billingshurst)
Treasurer: Philip Baxter

Key points:

- HDC Strategic Housing & Employment Land Availability Assessment (SHELAA) to be published in July. Parishes urged to check for inconsistencies with Neighbourhood plans and provide feedback to James Webster at HDC. Also check site classifications.
- Annual meeting between HDC and HALC in November – email Secretary with any items for discussion.
- Community Safety partnership meeting in Horsham on 14/07/16.
- CLC – concerns regarding closure of local Post Offices and banks and the impact on local communities.
- WSALC carrying out research into how local parishes engage in Health Care Provision at grass roots level. Digital reporting of issues to police via parish Clerks – Community Messaging Tool. Quarterly regional ALC meetings feed directly into NALC and central government. Police will no longer attend parish council meetings but Katy Bourne will upon request.
- Terry Oliver urged all present to ensure that any local parish issues are brought to

HALC's attention for them to champion – strength in numbers!

- HALC Conference to be held in Billingshurst on 8th or 15th October in morning 9-1pm. Speakers will be the police, MP, Operation Watershed, Planning and Neighbourhood Plan updates. Proposed workshops to include new online WSCC system for traffic regulation orders, Youth Workers, HDC Planning Portal and Employment & Finance.
- Grass cutting – lots of concerns at parish level. Suggest lobby HDC regarding their programme for rural grass cutting

Village Hall

Councillor Tilley reported on the meeting of the Village Hall Management Committee. Main issues covered were:

Quotes being obtained to replace sound system

Quotes being considered for leaking skylight

30 plastic chairs sold and looking for new upholstered chairs to replace

Upper Beeding PC have suggested solar panels for the roof and would contribute from S106 funding-also asked if Bramber PC would do the same. Bramber has very little of this funding available so this wouldn't be viable.

Replacement of sheds including issue of asbestos roofing

6. FINANCE

a) The financial statement, showing a balance of £22,192.24 with a carry forward figure of £20,660.42 for Bramber PC and £1531.82 for SWAB was presented. Approval was proposed by Cllr Mills, seconded by Cllr Potter and unanimously agreed. It was agreed the budget remains on course.

7. PLANNING

a) Update

New Applications

DC/16/1355 Land North of Clays Hill

Change of use of land for the keeping of horses and for the erection of a stable block with associated hard standing, fencing and vehicular access. Council raised objections.Planning meeting 16 July-see minutes.

DC/16/1578 Bramber Hale, Crofters Wood

Surgery to 1 x Yew Tree

New Applications to be considered at planning meeting 15 August

DC/16/1088 (Amended Plans) New house on Clays Hill

DC/16/1714 Hoppits, Castle Lane

Demolish existing garage and erect a 3 bedroom chalet bungalow

8. NEIGHBOURHOOD PLAN

Councillor Mills reported that unfortunately the timeline has slipped again and the Pre Submission document is not yet finalized. It has not

been possible to hold a Steering Group meeting since June due to the difficulty in getting a quorum. However, the Housing Group is meeting on 4th August from 1-8 p.m. to finalise its submission documentation and the Steyning Partnership is helping with additional material for the community section.

9. HIGHWAYS

Since the last meeting it has transpired that the S106 Highways funding has been moved to the Community Highways Fund which forms part of WSCC's Community Initiative Fund. Councillor Croker had completed the design of the project which has been distributed to councillors and Councillor Goodall has provided additional evidence for the application form. Councillor Goddard proposed that an application be made to the fund, this was seconded by Councillor Mills and unanimously agreed.

The clerk said it was necessary to have the support of the County

Councillor and that she will contact him.

Action: Clerk

10. PARISH PLAN

- 1) The Chairman reported that the bollards outside Castle View were now in situ.
- 2) Councillor Goddard thought there should be consultation with the Neighbourhood Wardens to resolve the situation re lists of vulnerable people in preparation for the Winter Plan. **Action: Chair**
- 3) It was agreed that Councillors Potter and Croker should represent the council at the meeting at HDC on 5th September at 4p.m. to discuss the future maintenance of the car park. The clerk will forward names to HDC. **Action: Clerk**

Councillors Potter and Stubbs will prepare the updated Parish Winter Maintenance Plan which has to be submitted by Sept 5th. **Action**

11. ENVIRONMENT

Nothing further to report.

12. CORRESPONDENCE

An invitation had been received to attend the AGM of South Coast Ambulance Service.

14. DATE OF NEXT MEETING

The next meeting will take place on **Wednesday 14 September 2016 at 7.00 p.m.** in Beeding & Bramber Village Hall.

Planning Meeting **Monday, 15 August at 6.00p.m.**