

## ***Bramber Parish Council***

*Meeting Minutes*  
**Wednesday 29 October 2014**  
at Bramber & Beeding Village Hall

### **PRESENT:**

Messrs N.Mills (Chair), N.Stubbs, D.Moore and J.Goddard, Mrs M.Goddard, Mrs S.Bignell, Mrs D. Goodall and the clerk.

### **IN ATTENDANCE:**

Councillor D. Barling, Mr P.Conroy (Warden), Mr M. Tilley(website) and one resident.

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

Apologies were received from Mr R. Potter and Councillor D. Coldwell

### **2. MINUTES**

The minutes of the previous meeting held on 17 September 2014 were read and signed.

Update on action points:

4.3 The chairman had spoken to the Wardens who had said that it should be easier for them to attend now that meetings were on Wednesdays.

6.1 Councillor Goddard had spoken to the planners at HDC who did not consider that the dividing wall at The Castle View development contravened conditions.

9.1 Nick Stubbs reported that the flood plan had been completed.

11.2 The clerk reported that English Heritage had cut the hedges in Castle Lane.

### **3. OPEN FORUM**

There were no issues raised.

### **4. REPORTS**

#### **County Council**

David Barling reported that the roadworks in The Street had gone extremely well and should be finished by the end of the week providing the weather stays fine. He said that it had been a huge project and that costs had far exceeded those that had been quoted in some newspapers. £20,000 had been received from Operation Watershed for the work on St Mary's Drain which was full of silt. Completion was expected within two weeks.

The Walks for All work has been completed almost as far as the bridge but walkers were still using the path which slowed down the work. He also reported that West Sussex are actively working to include plastic goods such as margarine and yoghurt pots in the re-cycling scheme and it is hoped this will be in operation next year.

### **District Council**

The following report was sent in by Councillor David Coldwell: There is not a great deal to report that directly affects this parish. The main items of the two Council meetings in October concerned respectively the proposed move of the council from Park North to a single floor at Parkside where space is to be leased long term from West Sussex County Council and the Broadbridge Heath Supplementary Planning Document. In the case of the office move, it has been agreed that this should happen and it can be expected that this will be accomplished in June 2015. The BBH document, which sets out the broad outline of this mixed development of residential, retail and recreational elements was also approved.

Not affecting too many people, but a note to owners of remote mail boxes, say at the entrance to the property but away from the main house. It was reported that scammers made a credit card application in the name of the householder and then watched the mail box until the card, then later the envelope with the PIN arrived. They were caught only when trying to pick up the second envelope and were spotted. The mail box, apparently like many of this type was not secure.

Councillor Jim Goddard said that the examination of the Horsham District Plan begins on 9 November for nine days. If successful this could be adopted by April 2015 and councils will then be in a better position to challenge developments. There are 2 planning applications covering 65 houses in Upper Beeding which are currently due to go to Committee.

### **Neighbourhood Wardens**

Paul Conroy gave the following report:

#### Anti-social behaviour.

We have received a number of reports of persons living in Upper Beeding that are actively dealing cannabis across the two Parishes from various locations in Bramber. With the intel supplied we are monitoring these individuals where possible and relaying any related ,suspicious activity to the police .Both Bramber Castle Car Park and Maudlin Lane are spots which have seen increasing activity involving a number of cars that are registered to residents in Steyning, Bramber and Upper Beeding area. We would like to encourage residents to report any such incidents with as much detail as possible including any descriptions of persons and

registration and type of vehicle involved Of particular interest would be any description of young people in attendance, seemingly conversing with occupants of parked cars, along with the location and time of the incident. The small plastic bags, similar to button bags can be very distinctive with bright logos emblazoned on the side. We would also like to encourage residents to contact us should they come across discarded bags.

We are monitoring a vehicle that is alleged to being driven by a young male without a licence or insurance.

We would like to encourage residents to report any such incidents with as much detail as possible including any descriptions of persons and registration and type of vehicle involved Of particular interest would be any description of young people in attendance, seemingly conversing with occupants of parked alert residents to a phone scam reported out of Pulborough by the Neighbourhood Watch Scheme .A phone call is made by somebody impersonating the police who then claims that they have found a laptop with that persons personal banking details and asks for verification .Once again we would ask residents never to give personal details to anybody no matter what the situation. Please let us know if anything of this sort happens to you.

### Community

We have attended a conference on loneliness and isolation and will be taking part in a follow up meeting to discuss action plan which will help combat this in our parishes.

We have also enrolled in an accredited online NVQ level 2 Mental Health awareness course that precedes a similar course on Dementia. We hope this will help us understand and help those in our communities that are sufferers.

Paul was able to confirm that there had been no further incidence of the car being driven without a licence. He also wished to assure the council that there was no need for people to be alarmed by the drug use as this was being carefully monitored and would be dealt with.

### **Village Hall**

Sandra Bignell reported on the meeting of the management committee held on 20 October.

The summer maintenance work parties had completed much of the necessary work only leaving the shed to be repainted and a new fence and gate to be purchased at a cost of £425+VAT. The surface of the playgroup space is poor and needs to be put right.

The 200 club now has 76 members. The hall management committee, having met with the Chairmen of the 2 parishes, is asking for contributions of £3,750 from each of the councils to pay for the new

floor. The hall has re-joined AiRs at a cost of £185 and hire rates are to increase to £9.50 per hour for the Council.

The last Night of the Proms raised £485. Forthcoming events are Christmas Fair-6 Dec., Carols Evening-13 Dec., Election Café-7May 2015 and Showcase on 9 May2015.

### **Joint Parishes Burial Board**

A copy of some proposed changes to the constitution had been received from the Chairman of Steyning PC. At present if cash resources exceed £10,000 (possibly to be changed to £20,000) then surplus is returned to the PCs on a pro-rata basis. It is proposed that this should not be invoked if the Board has the approval of the parishes to retain the profits for possible future land purchase.

The Council asked the representative to ask if all parishes had to be in agreement for this to happen.

**Action: D.Moore**

### **5. FINANCE**

The financial statement was presented and approved by the meeting .The statement showed that the account is holding £14,400 of grant funding for the joint neighbourhood plan.

### **6. PLANNING**

a) Update:

#### **New Applications**

**DC/14/2142 Yew Cottage, The Street**

Single storey rear extension

**Granted**

**DC/14/1282 Monks Gate, The Street**

Construction of new detached two bedroom dwelling

**SDNP/14/03708/LIS Maudlin Farmhouse, Maudlin Lane**

Provision of new gate in existing flint garden wall

**DC/14/1574 9, The Ridings**

Surgery to 5 x Maple Trees

**SDNP/14/0425/TCA The Old Tollgate**

Fell 1 x Conifer and surgery to group of 2 x Conifer and Yew trees

**DC/14/1552 Thistledown, Clays Hill**

Two storey extension to provide new dining room and study on ground floor with new bathroom on first floor

The clerk also reported that the appeal by Hadleigh, Sopers Lane had been dismissed and that condition 6 will remain.

b)The council then considered the proposed plans for Yew Cottage.

It was unanimously agreed that these plans be recommended for approval.

**Action: Clerk**

## **7. NEIGHBOURHOOD PLAN**

Nick Mills reported that the steering group had met twice and also had a 'visionary workshop' with the consultants. This workshop looked in detail at the areas by tracing over a map and identifying present priorities in order to see how it may wish to develop. The steering group at the moment consists of 2 councillors from each parish and one resident of Ashurst. There will be 2 residents from each parish also. These will be invited after the public meeting when focus groups have been formed.

## **8. S106 FUNDING (CIL)**

The Clerk reported that there is £6,250 remaining in the HDC S106 having accounted for the grant awarded to Walks for All. The council agreed in principle that it would apply for some funding for the village hall floor but that the amount would need to be discussed with Upper Beeding.

## **9. S106 PARISH PLAN UPDATE**

All updates have been covered above.

The chairman asked if Diana Goodall would be happy to provide a regular update of council news for Your Steyning. She agreed to do this in consultation with the Chairman and clerk.

## **10. ENVIRONMENT**

a) Flower Basket funding. The Bramber Society has informed the council that it has sufficient funds to fully fund the cost of the flowers next year so will not require the £600 grant. Position is to be re-assessed next year.

b) Contract with SSE. The Council members had looked at the document and felt that there were elements which needed clarification. Dudley Moore agreed to identify the points and discuss with Roger Potter.

**Action: D.Moore**

c) Re-varnishing of noticeboard(s). It was agreed the clerk should obtain quotes for this work and to ask Steyning Council who it uses for such jobs.

**Action: Clerk**

## **11. HIGHWAYS**

Update on The Street covered above. A resident said that a finger-post and seat had been badly damaged by the contractors on the Downslink. Pot holes on the Downslink were also reported.

## **12. YOUTH PROVISION**

The following report had been received from the Youth Worker, Emma.

**Youth café** - The Hub youth café continues to run on a Monday night for young people school years 9 – 13 Over the past weeks we have enjoyed lively games, many evenings of playing articulate, quizzes, great coffee, hot chocolate mountains and even had an exhausting evening with a bouncy castle. The young staff team continue to master their barista skills as well as being on the tills and waitressing. Youth workers are on hand for the young people for advice and support when required.

**Mentoring** - Emma continues to mentor students through Steyning Grammar school on a referral basis. If you, or a young person you know is struggling at the moment and would appreciate having someone to talk to or in need of advice or sign posting to other youth agencies please feel free to get in touch.

**Cushman Center** – We continue to run three youth groups at the Cushman Centre. On a Tuesday night we have school year 7&8 club from 5.00pm- 6.45pm followed by a youth club for school years 9-13, 7.00pm – 9.00pm and on Thursdays the youth club is open for all ages school year 7-13 and runs 7.00pm – 9.00pm. During this term we have done many activities such as cooking, quizzes, educational sessions, craft, had guests running DJ workshops, played football and dodge ball as well as the usual games, movies, pool, table tennis and skateboarding. We are also running a junior camp with young people across the Horsham district in Broabridge Heath during this half term and will be visiting Dunsfold Top gear track in November giving young people aged 14+ a go behind the wheel and teaching them about driving and road safety.

**Special events** – The young people have been involved in the Free Your Mind convention that took place on Tuesday 28<sup>th</sup> at county hall north, a convention for young people to talk about the impact of mental health issues. This conference was run by young people and contained talks by some of the organisers as well as invited specialists. The conference was open to young people, professionals and parents.

We are looking forward to the run up to Christmas and have lots of exciting activities and events planned, to stay up to date please like our Facebook page [www.facebook.com/cywsouth](http://www.facebook.com/cywsouth)

**Volunteers** – We are currently looking for volunteers to help with our youth activities. Previous experience is not essential, just an interest in working with young people, adaptability, and be willing to try something new. We are particularly short on female volunteers and would appreciate volunteers for any of the Cushman Center based activities. Tuesdays

between 5.00pm – 9.00pm and Thursdays 7.00pm – 9.00pm if you are interested please contact Emma Edwards on emma.edwards@horsham-matters.org or call/text on 07702492828.

Roger Potter had asked that the council give its view on his proposed music festival to be held at Bramber Castle next summer. It would be organized in conjunction with Emma using youth from the schools and playing both classical and popular music in the afternoon and marketed for families. The council agreed to this in principle providing English Heritage agreed and it was covered by our public liability insurance.

### **13. CORRESPONDENCE**

A request had been received from Steyning Parish Council to consider a donation towards the costs of the swimming pool. At present it pays £14,000 per year and is looking towards other neighbouring parishes to make a contribution. Councillors asked that we ask for more information as to what this money is used for and why Steyning have to pay this amount. Bramber councillors thought that the leisure centre was run by a private company for profit.

**Action: Clerk**

### **13. DATE OF NEXT MEETING**

The AGM and Annual Parish Meeting will be held on **Wednesday, 12 Dec. 2014** at 7.00 p.m.

A Planning Meeting will be held on **Thursday, 20 Nov. 2014** (if required)