

BRAMBER PARISH COUNCIL

Draft Minutes of the Council Meeting held on 7th February 2018
at Beeding & Bramber Village Hall.

Meeting started 7.00pm

PRESENT:

Councillors N Stubbs (Chair), J Goddard, M. Croker, D. Kitson.
Councillor Tilley arrived 7.05pm

IN ATTENDANCE:

No District or County Councillors were present.

1. APOLOGIES FOR ABSENCE:

Apologies had been received from Councillors R. Potter, T. Bignell,
D.Goodall, S.Green

2. MINUTES:

The minutes of the meeting held on 22nd November 2017 were read
and proposed for signature by Cllr Kitson, seconded by Cllr Goddard
and approved.

Actions:

Councillor Croker advised that reference to the soft sand extraction in the Joint
Minerals Plan is currently being re-written. The Council felt there was no need to
amend the previous minutes, just note this comment.

Councillor Kitson advised that Councillor Goodall has bought some cycle/horse
signs and is intending to put these up soon.

Councillor Tilley arrived 7.05pm

3. OPEN FORUM

No members of the public present.

4. REPORTS

a) **County Council** – no councillors were present

b) **District Council** - No reports

c) **Neighbourhood Wardens** - Latest report had been circulated by
Councillor Potter. Wardens to attend meetings quarterly.

d) **Cemetery Committee** – met 30.1.18, the minutes have been
circulated. The hunt for more land is ongoing. Rev Emma Stone,
Vicar of Beeding has been asked to attend future meetings on behalf of all
faiths.

e) **Youth Committee** – David Sheldon is leaving, recruitment drive in
place; have been assured by HDC service will not be affected in the
meantime. Bramber PC to continue to monitor numbers attending
youth cubs from Bramber.

f) **HALC** – minutes of last meeting have been circulated. Data
Protection legislation implications. Minor road issues increasingly
being resolved by Parish Councils separately or jointly – WSCC are

providing a “kit” to do the work. Upcoming NALC conference. Angela Rippon working with NALC who are aligned with Alzheimers Charity.

- g) Village Hall – met 15.1.18 discussed work schedule for 2018 to include decoration of corridors and door frames; flat roof needs vegetation removed. Christmas fayre very successful. Funds healthy. Various events already planned for 2018. New secretary has been appointed.

5. FINANCE

- a) Payments to a value of £810.73 were agreed (list of cheques for payment attached as an appendix to the minutes).
The bank reconciliation showed a balance of £22,762.59 as at 16th January 2018 and was signed by Councillor Stubbs.
The current cash book figure shows a balance of £22,762.59 as at 16th January 2018 and was signed by Cllr. Stubbs.
- b) Councillors received a request from West Sussex Minibus for further financial support towards the running of a new bus donated by the Government. **Clerk** was asked to find out how much had been donated in previous years and report back to the next meeting.

6. PLANNING

No updates.

7. NEIGHBOURHOOD PLAN

There were 15 attendees at first meeting held on 30th January 2018. Councillor Potter has been voted Chair and Rachel Rainbow as Vice Chair. The pre submission document has been circulated to all members on the Steering Group. Terms of Reference had been agreed; Declarations of Interest have been signed. To meet every 6 weeks the next one being 6th March 2018 where Mr Kwan from HDC will also attend. Members fully supported the appointment of a secretary/admin person and of the need to monitor the related expenditure which may be helped by any grants the Council may be able to achieve.

8. HIGHWAYS

Cllr Croker advised :

- Previously agreed that Neighbourhood Wardens would be willing to monitor speed on Clays Hill. The Council would welcome this.
- Handyman has been commissioned to undertake trial hole (not exceeding 2 hrs) to erect an additional sign – work not yet started.
- Councillor Barling be asked to chase repairs to uneven footpaths.
Clerk to follow up.

9. YOUTH PROVISION

See above.

10. PARISH PLAN

Councillor Potter had provided a summary of progress which was circulated at the meeting. Councillor Stubbs reminded refuse

collection will now be fortnightly as from this month. Noted.

11. ENVIRONMENT

Community Orchard Grant – the Council has been advised it is unable to apply for this grant. Suggested a Steering Group is formed to apply instead. **Clerk** to add to next agenda for further discussion.

12. STEYNING SHOWCASE

Councillor Potter has offered to set up the stall on the day 24th February 2018 and provide photographs/display material. Volunteers are required to attend the stall between 10am and 4pm, for 2 hour slots. Please contact the Clerk/Councillor Potter if you are able to help. Councillors Goddard and Croker have already volunteered. **Clerk** to email all councillors requesting volunteers. **Clerk** to add Sussex Day to next agenda for discussion.

13. ANNUAL PARISH MEETING 11th April 2018

Councillors thanked Councillor Potter for his suggestion for Neighbourhood Plan update and agreed this would be a good opportunity to update residents on what's happening. It was also agreed to ask Nick Mills if he would do a short presentation on the Community Orchard and Bramber Brooks. **Clerk** to enquire his availability. Any other suggestions to the Clerk/Councillor Potter. **Clerk** to check which room has been booked for this meeting.

14. COMMUNICATION FROM ICO RE CASE NO. FER0701278 ENVIRONMENTAL INFORMATION REGULATIONS 2004 – Complainant Cllr Goldsmith

All councillors present agreed the draft response.

15. DRAINAGE ISSUES TOILETS/CAR PARK, HIGH STREET, BRAMBER

Councillors felt more information was needed before proceeding further and have asked to see the report of the investigations already undertaken. **Councillor Potter** to obtain a copy of the report and circulate to all councillors. **Clerk** to add this item to next agenda for further discussion.

16. CORRESPONDENCE

- a) Childrens' Air Ambulance – Councillors to visit car park to identify if a suitable area is possible for a clothing collection container. **Clerk** to add to next agenda for further discussion.
- b) Cause for concern email re trees – Councillors were advised the trees are in Steyning PC. The complainant has been referred to Will Jones, Tree Officer, HDC. Noted.
- c) Southern Transit – Possible links to Neighbourhood Plan Transport issues - **Clerk** to add to next agenda for further discussion.

17. DATE OF NEXT MEETING

The date of the next meeting is **Wednesday, 14th March 2018 at 7 p.m.**

Meeting closed at 8.37pm