

## **BRAMBER PARISH COUNCIL**

Draft Minutes of the Council Meeting held on **14 March 2018**  
at Beeding & Bramber Village Hall at 7 p.m.

### **PRESENT:**

Councillors R.Potter (Chair), N.Stubbs, M.Tilley,D.Goodall, J.Goddard, S.Green, M.Croker and D.Kitson.

### **IN ATTENDANCE:**

County Councillor D.Barling and District Councillor D. Coldwell.

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

Apologies had been received from Councillor T.Bignell.

### **2. MINUTES:**

The minutes of the meeting held on 07 February 2018 were read and proposed for signature by Councillor Stubbs, seconded by Councillor Tilley and approved.

Actions:

5b. It was confirmed that the council had previously donated £50 to the Steyning Village minibus.

12. The Chairman thanked all those who had volunteered to help at the Steyning Showcase.

13. N. Mills is unable to attend the parishioners meeting but will send some information.

15. The report re drainage issues had been circulated to all members.

### **3. OPEN FORUM**

There were no residents present.

### **4. REPORTS**

#### **County Council**

Councillor Barling reported that although there was plenty going on in Steyning and Upper Beeding there was little relevant to Bramber. He said that the recent CLC meeting had been a good one with high attendance. Councillor Croker also confirmed that several highway issues had been addressed. Councillor Barling said that Chris Stark (Highways Manager) had surprisingly announced three new TRO's for the area to include additional lollipop ladies on Steyning school crossings.

#### **District Council**

Councillor Coldwell said that council tax information had recently been sent out and that there had been fewer complaints than usual. He reported that the HDPF is to be revised and that this would recommend a slight change to the boundary of the built up area so that it included the caravan site. He pointed out that this could increase the number of caravans permitted. The papers will be considered at next week's cabinet meeting and the consultation period begins on 06 April.

#### **Neighbourhood Wardens**

No report this month.

#### **Joint Parishes Cemetery Committee**

There had been no further meeting.

#### **Joint Parishes Youth Committee**

The Chairman reported that the Memorandum of Understanding between the parishes had been signed.

The management committee is speaking frequently to Horsham Matters as there are significant changes within the organisation which is seeking a new CEO. HM still has difficult financial issues and the management committee continue to monitor the youth clubs to ensure standards are being maintained.

#### **HALC**

There had been no meeting.

#### **Village Hall**

There is to be a committee meeting next week. Councillor Tilley had attended an unofficial meeting at which the chairman had asked that donations towards a gift for the retiring secretary who had served since 1994 be taken to the newsagent or put in a sealed envelope in the hall post box. It was agreed that councillors would make individual donations rather than it come from the council.

### **5.FINANCE**

a) Payments to a value of £1407.52 were agreed (list of cheques for payment attached as an appendix to the minutes). Receipts had totalled £459.74. Proposed by Councillor Croker and seconded by Councillor Stubbs.

The bank reconciliation showed a balance of £21,771.67 as at 28 February 2018 and was signed by the Chairman.

The cash book figure shows a balance of £21,771.67 as at 28 February 2018 and was signed by the chairman.

b) It was proposed by Councillor Tilley and seconded by Councillor Goddard that a donation of £50 be given towards the minibus and this was agreed. Action:Clerk

c)It was proposed by Councillor Kitson and seconded by Councillor Stubbs and agreed that £50 be donated towards the Steyning Festival .

## **6. PLANNING**

Two new applications have been received: an amendment to the application for St Mary's Lodge and a retrospective application for a garage in Castle Lane. It was proposed that a short meeting be arranged for next week and it was noted that two Neighbourhood Plan focus groups are meeting on the Wednesday evening.

## **7. NEIGHBOURHOOD PLAN**

The second meeting of the steering group has taken place and was attended by Norman Kwan from HDC who answered members' questions. The project is being worked out and it has been decided that it is necessary to use a consultant. Three consultants have been asked to send their proposals and these will be considered at the next week's planning meeting and then the chosen one will be invited to speak at the parishioners meeting.

Councillor Green is working to produce a flyer about this meeting for distribution.

## **8. HIGHWAYS**

Councillor Croker reported that the new post in The Street now has the sign on it. A resident has volunteered to paint the post black.

The VAS on Clays Hill has been turned round and Councillor Croker has analysed the traffic stats for downhill for the last three months.

Results: Dec-1540 speeders, Jan-1440 and Feb-1430 with an average speed of 36mph. There was an 8% reduction in speeders during half-term.

Council was also informed that the Police Commissioner in Lancashire had recommended that PCSO's should be permitted to issue speeding tickets.

## **9. YOUTH PROVISION**

Update contained in the report.

## **10. PARISH PLAN**

No further update.

## **11. ENVIRONMENT**

a) As Rampion is not able to accept grant applications from Parish Councils the Bramber Brooks Management Committee has now sent a revised application to them and is expecting a decision soon.

Trees for the orchard have now been planted and a new gate erected on The Street. Dexter cattle will arrive in June/July.

b) HDC has asked for comments re an application to extend the licence for the Sugar Pod coffee stall sited in the car park to be open on 7 days a week rather than just weekends. Following an extended discussion about this it was proposed by Councillor Green and seconded by councillor Stubbs that the council would support the application on condition that the pod be pushed back on to the yellow lines near the wall to enable an additional parking place at night. This was agreed by a majority of 5:3.

Action:Clerk

## **12. ANNUAL PARISHIONERS MEETING**

It was confirmed that this meeting should include a presentation of the Neighbourhood Plan by focus groups and the consultant (if appointed) and also information given about the Community Orchard.

## **13. CORRESPONDENCE FROM ICO**

The two responses had been completed and agreed.

## **14. GDPR**

The Chairman reported that the clerk had received an update on what is involved in the changes to the data registration rules. She is to discuss with Steyning a plan to make it most cost effective.

## **15. SECTION 106 FUNDS**

Three possible projects were identified:

- a) New steps from the riverbank path up to the main road by the bridge.
- b) To update the Bramber public convenience- council have received one quote for this and the Chairman will forward it to all members.
- c) To provide toilets in the Church-the Chairman will discuss with the Vicar.

Action:R.P.

## **16. SUSSEX DAY**

Councillors had no information about this so will be put on next agenda.

## **17. DRAINAGE ISSUE**

Councillor Stubbs reported that he had received a second quote for the work which was less than the previous one. It was agreed that a third quote should be obtained prior to any decision. Councillor Potter will also ask the water company for a possible contribution.

Action:R.P.

## **18. CORRESPONDENCE**

- a) Children's Air Ambulance. It was agreed that a letter be sent to the charity explaining there was not sufficient room in the car park for a textile bank.
- b) Southern Transit possible extension to the No 3 bus route. The council wished to explore this further and it was suggested that this would be included in the work of the transport focus group.
- c) Book of Condolence on the death of a major Royal. Members thought that Bramber residents may well welcome this opportunity and thought that the best way would be in conjunction with the Church where the book could be placed. The vicar will be consulted. Action:R.P.

#### **19. DATE OF NEXT MEETING**

The Parishioners' Meeting on **11<sup>th</sup> April 2018 at 6.30 p.m.** Coffee will be served from 6.15 p.m.