

## **BRAMBER PARISH COUNCIL**

Draft Minutes of the Council Meeting held on **14 June 2017**  
at Beeding & Bramber Village Hall at 7 p.m.

### **PRESENT:**

Councillors R.Potter (Chair), N.Stubbs, M.Tilley, M.Crocker, J.Goddard, S.Green, T. Bignell, D.Goodall and the clerk.

### **IN ATTENDANCE:**

County Councillor D.Barling, District Councillor B.Staines and Neighbourhood Warden P.Conroy until 7.40 p.m.

Councillor Goodall declared a prejudicial interest in agenda item 3.

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

Apologies had been received from District Councillor D.Coldwell.

### **2. MINUTES:**

The minutes of the meeting held on 10 May 2017 were read and proposed for signature by Councillor Crocker, seconded by Councillor Goddard and approved.

Actions: The clerk said that she had now forwarded the youth documents to all councillors.

### **3. CO-OPTION**

The Chairman introduced Mr David Kidson who has expressed interest in joining the council. He has his own small business within the construction industry and is currently project managing a development in Horsham. He has been a regular attender at council meetings and has assisted the council most recently by helping with the erection of the new speed sign. Councillor Goddard proposed that council invite Mr Kidson to join the council, this was seconded by Councillor Tilley and agreed unanimously. The council now has its full quota of councillors.

### **4. REPORTS**

#### **County Council**

Councillor Barling reminded the council that the meeting of the CLC takes place on Wednesday 21 June and there are several local items on the agenda including the proposed 20 mph speed limit in Upper Beeding. He said that additional traffic is to be expected in the village during the closure of the bridge on the A283. The Chairman said that residents had been told of this and advised to keep as many cars off the road as possible. Councillor Barling informed the council that Stephen Douglas has been appointed as the new local Highways manager.

Councillor Barling also reported that he is working with the District Councillors to improve the parking issues around Upper Beeding Primary School and also said that Woodmancote PC will contact the council to discuss possible sharing of the mobile speeding device. Councillor Tilley asked about the dates for the footpath checks and Councillor Goddard said that he was concerned about the safety of the raised footpath above Maudlin Lane and also reported on the state of a popular footpath in Ashurst. Councillor Barling said that he would report these. The council has since been notified that the footpath check will take place in July.

Councillor Potter informed Councillor Barling that the emergency equipment was due to arrive from County on 4<sup>th</sup> July.

### **District Council**

Councillor Staines reported that the Woodmancote Neighbourhood Plan has almost reached the referendum stage and advised that the SWAB plan be completed as soon as possible.

He said that there was large development in the North Horsham area with approximately 2,500 residential unit plus business parks and other amenities. Councillor Barling added that the County Council had purchased the Novartis site for use as an Industrial/Science park.

### **Neighbourhood Wardens**

Paul Conroy gave the following report:

#### Anti-Social Behaviour and Crime

The month of May has been a particularly quiet as regards anti-social behaviour.

We had to intervene in a dispute between two male adults in Bramber Castle Car Park. It was clear that the situation was getting out of hand as both were using threatening and abusive language to one another when we arrived. One of the males quickly got into his car and drove off. When we approached the other he declined to explain what was going on and drove off. We managed to get vehicle registration details and passed this information onto the police.

We had further occasion to intervene late on a Friday evening in the same area when a group of youths in two parked vehicles were playing loud music .We also suspected that they were smoking cannabis. They drove off and we passed on details to police.

#### Community

We would like Residents to be aware that they can text officers on 65999 with the details of people they suspect of drink or drug driving .This is in addition to Reporting similar offences on Operation Crackdown.

He also said that whilst April and May have been quiet months early June has been busier in the area.

Councillor Potter reported that a motor cyclist doing very fast speeds has been travelling along the Street at weekends. Paul asked if it was possible to get the registration or confirm the colour of the bike. The wardens will also do additional patrols on the footpath during the summer.

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

Councillor Stubbs reported that there had been no meeting but that discussions about the purchase of additional land are still on-going.

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

Bramber representatives are meeting with Horsham Matters in early July to discuss the service from a Bramber perspective.

#### **Village Hall Committee**

Councillor Tilley reported on the recent meeting. A new sound system will be installed during the school holidays.

The following quotes have been received:

For replacing various doors throughout the all (£3,900) and the rest will be replaced during 2018.

Emergency lighting to be changed to LED (£1200)

To replace two kitchen water heaters (£480)

Repairing and repainting large meeting room (£1848)

The large meeting room now has 40 new upholstered chairs and the new website was demonstrated and well received.

Draft policy documents have been produced for equal opportunities, vulnerable users, basic child protection, finance and conflict of loyalty.

Councillor Tilley said that as he was now a trustee of the village hall he is required to demonstrate loyalty to the hall and asked council's views on this-it was agreed that in any decisions taken about grants etc he should declare a prejudicial interest.

Councillor Croker asked what had happened to the covered cycle area as it had been removed. He would recommend Sheffield stands.

#### **English Heritage**

Councillor Green said she was waiting to hear about the repairs to the wall on The Street. She had also reported the vandalism to the tree and asked for the potholes on the drive to be investigated. Councillor Tilley asked if she would also request improvements to the moat and Councillor Stubbs asked about the cutting of the foliage in The Street. Councillor Green will confirm that this comes within the remit of English Heritage and also said that a Wedding Blessing at the Castle had been agreed.

#### **5.FINANCE**

a) Payments to a value of £2061.33 were proposed for approval by Councillor Stubbs, seconded by Councillor Tilley and agreed (list of cheques for payment attached as an appendix to the minutes). The bank reconciliation showed a balance of £22,769.08.

b) The NALC model of Financial Regulations was proposed for adoption by Councillor Goddard, seconded by Councillor Bignell and agreed unanimously.

c) The completed risk register was proposed for adoption by Councillor Croker and seconded by Councillor Goddard and agreed unanimously.

## **6. PLANNING**

a) Update:

### **New Applications**

#### **DC/17/0919     The Old Stable, Little Drove**

Proposed single storey side/rear extension (considered at planning mtg & agreed no objections)

#### **DC/17/0797     The Elms, Castle Lane (amended application)**

Single-storey rear extension (fronting Castle Lane), two storey side extension and associated alterations

#### **Dc/17/1245     Hill View, Clays Hill**

Proposed erection of a single two storey dwelling (amendments to previously approved application DC/16/1088)

### **Decisions**

#### **DC/17/0563     6, The Ridings**

Surgery to 1 x Lime Tree

#### **Application Permitted**

#### **DC/17/0631     Bartons, Little Drove**

Fell 1 x Ash and Surgery to 2 x Beech Trees

#### **Application Permitted**

#### **DC/17/0812     25, Coombe Drove**

Surgery to 1 x Poplar Tree

#### **Application Permitted**

#### **DC/17/0741     Springfield, Clays Hill**

Proposed erection of rear glass and brick conservatory

#### **Application Permitted**

#### **b) DC/17/0797**

The council still had no objections to these amended plans.

## **7. NEIGHBOURHOOD PLAN**

a) The council decided that any decision regarding its participation in continuing the plan would be deferred until a firm decision had been made by Steyning PC.

b) It was proposed by Councillor Croker, seconded by Councillor Tilley and agreed that the council withhold the Freedom of Information request received subject to the verbal advice already received being put into writing.

## **8. HIGHWAYS**

- a) Councillor Croker reported that the Clays Hill speed sign had been activated and that it is planned to turn the unit round every two months and also download the data.
- b) Councillor Croker also said that the portable sign is due to arrive tomorrow and he will agree the sharing arrangements with Upper Beeding. It may well be that it is used first in The Street and he will agree the site with the Chairman.

## **9. PARISH PLAN**

The Chairman reported that once the emergency equipment was received the order for the additional items and machinery would be made. There will be further training to walk through the contingency plan in September.

Once the new lease for the toilet has been checked it will be finalised. The No Cycling signs have been removed from the Botolph's end of The Walks for All footpath and will need to be replaced by stronger signs. Councillor Goodall requested a seat be put along this route. Steyning Partnership will be contacted about this. **Action: Chair/Clerk**

## **10. ENVIRONMENT**

Nothing further to report.

## **11. CORRESPONDENCE**

- a) A letter had been received from the Air Ambulance Trust thanking the council for its donation.
- b) The council selected the candidate it wished to be elected to the board of the SDNP. **Action: Clerk**
- c) A letter had been received by the Chairman requesting a donation to the Citizens Advice. Councillors agreed to retain the previous decision not to make a donation as this service was not widely used by Bramber residents.

## **12. DATE OF NEXT MEETING**

The date of the next meeting is **Wednesday, 26<sup>th</sup> July 2017 at 7 p.m.**

Councillor Green gave apologies for this meeting.

There was no Open Forum as no residents were present.