

The Minutes of the Extra Ordinary Council Meeting of the Bramber Parish Council that took place at 6.30pm on Monday 2nd March 2020 at the Beeding and Bramber Parish Hall

Present: Cllrs Roger Potter (Chair), Ann Blakelock, Steve Blakelock, Mike Croker (HDC), Dave Kitston, Diana Goodall, Trevor Bignell and Mick Tilley.

In attendance: Paul Richards (Parish Clerk).

Members of the public: 1

33. Apologies for absence

Apologies were received and accepted from Cllr Green and WSCC Cllr Barling

34. Declarations of interest

None

35. Minutes of the previous meeting – 12th February 2020

After a minor correction, Cllr A. Blakelock **proposed** that the minutes of the meeting of 12th February 2020 be approved as a correct record of the meeting. This was **seconded** by Cllr Kitson. The minutes were **AGREED** by Members and were duly signed by the Chairman.

36. Matters arising

- Item 22 (b) – Gatwick consultation – email circulated by Cllr Croker on 15/02/2020;
- Item 23 – payments – payments made;
- Item 23 (c) – CAB request – email sent by Clerk requesting services provide to BPC residents;
- Item 24 (d) – HDC local Plan – workshop arranged for 2nd March 2020; and
- Item 28 (a) – Lancing PC newsletter – circulated with agenda on 24/2/2020. The Clerk was asked to obtain costings of producing a similar leaflet;

37. Open Forum

None.

38. Reports

- a) WSCC – none - Cllr David Barling sent his apologies.
- b) HDC – Cllr Croker provided updates on the HDC Budget and new Tourism website. He also advised that the SDNPA had issued a supplementary planning document consultation. Of note was the description and use of ‘passive house’ design.
- c) Neighbourhood Wardens – no update at this time
- d) Joint Parishes Cemetery Committee – no update at this time
- e) Joint Parishes Youth Committee – minutes now received.
- f) HALC – the Chair advised that HALC had written a letter to HDC commenting on their draft local plan.
- g) Village Hall - no update at this time

39. Highways and Public Rights of Way

- Benches – the Chair advised the new benches had been installed by the local contractor however over half were not sturdy exposing the parish council to a potential liability claim. Members were reminded that the contractor was issued with the approved fittings and an outline map of where the benches should be sited. Although he was told that the benches should

be positioned back from the edge of the path this was not detailed on the map and as a consequence they are positioned too near the edge. The contractor has been asked to provide an additional quotation to remedy the un-sturdy bench fittings. After review and discussion, Members **AGREED** that (a) the benches should be relocated to the desired position and (b) the contractors invoice be paid as he had carried out the works according to the map provided.

40. **Finance and General Purposes**

- a) Members **AGREED** that the payments for March 2020 be paid. The Chair also signed the Bank Reconciliation sheet.

19:01 – Cllrs Kitson and Goodall entered the meeting

- b) The AIRS subscription request from the Beeding and Bramber Village Hall was discussed. After review and discussion, Members **AGREED** to pay a contribution of £32.00 for the AIRS subscription.

41. **Planning**

- a) Applications.

SDNPA/00581 - 2 Steyning Bowl Cottages, Sopers Lane, Bramber - Erection of a two-storey side extension and first floor extension over existing garage to create an annex

Members voted to support the application. For – 6, Abstain - 2

- b) Decisions.
None.

42. **Youth Provision**

No update.

43. **Neighbourhood Plan update**

The Chair advised that he had met with HDC's consultant (SDNPA officer) on 20th February 2020. A revised timetable had been circulated.

44. **Environment**

a) The Chair is in regular contact with the Environment Agency regarding footpath maintenance and potential flooding of the riverbanks. Cllr Tilley and Cllr Potter had met with John Donaldson.

b) The Chair advised that he had been approached by the new residents at Riverside who had requested that riparian owners de-silt their ditches. He would organise a Group to action this.

c) Flooding at the bottom of Castle Lane was discussed. The Clerk was asked to check the position of the drain.

d) The Chair advised that he had sent a note to the residents in The Street requesting donations to support the installation of flower baskets this year. Members suggested that this item be included in the next newsletter.

45. **Climate Emergency**

Meeting to be convened.

46. **Correspondence**

- a) 09.02.2020 – Flood warning

- b) 12.02.2020 - 132kV cable replacement along Maudlin Lane
- c) 12.02.2020 – Invite to WSCC’s Countering Extremism team
- d) 12.02.2020 – SALC bulletin
- e) 12.02.2020 – SDNPA - Vineyard Growth Impact Assessment – workshop
- f) 12.02.2020 – Age UK (West Sussex) and Horsham merger
- g) 12.02.2020 – Cllr A Blakelock notes on SALC training
- h) 12.02.2020 - SDNPA February newsletter
- i) 17.02.2020 - Discover Gatwick March/April 2020
- j) 17.02.2020 - West Sussex County Council - Budget Update 14 February 2020

47. **Items for inclusion on the next Agenda**

- a) SALC Training output – Cllr A. Blakelock to present
- b) Toilet refurbishment – Members to discuss specification, timetable and resources

48. **Date of the next meetings:**

- **Annual Parish Meeting** - 7.00pm Wednesday 11th March 2020 at The Music Room, St Mary’s House, The Street, Bramber.
- **Ordinary Parish Council Meeting** – 7pm on Wednesday 1st April 2020 at the Beeding and Bramber Village Hall.

The meeting closed at 19:23

Signed..... Chairman

Date.....