

## ***Bramber Parish Council***

### ***Meeting Minutes*** ***Wednesday 17 September 2014*** at Bramber & Beeding Village Hall

#### **PRESENT:**

Messrs R. Potter (Chair), N. Stubbs, J Goddard, Mrs S.Bignell, Mrs D Goodall and the clerk.

Following the resignation of Mr Fyfe Gillett and the subsequent published notice of this Roger Potter proposed that Mrs Diana Goodall be co-opted on to the council. This was seconded by Nick Stubbs and unanimously agreed.

#### **IN ATTENDANCE:**

P.C.S.O. Tom Slaughter, M. Tilley (website) and one resident.

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

Apologies were received from: Councillor D.Barling (West Sussex), Councillor D. Coldwell (Horsham), N. Mills, D. Moore and Mrs M. Goddard.

#### **2. MINUTES**

The minutes of the previous meeting held on 07 August 2014 were read, agreed and signed.

Matters Arising are covered in agenda items.

#### **3. OPEN FORUM**

There were no issues raised.

#### **4. REPORTS**

##### **District Council**

David Coldwell had sent the following report:

August has, as is fairly normal, been a quiet month so far as HDC is concerned. However, you can be sure that despite the appearance of being quiet, there has been much going on out of sight.

The HDPF (the preferred plan) has been submitted to the inspectorate and we are advised that the examination will take place in November; so it is now a case of waiting and seeing. In the meantime developers are trying to get in under the radar and today I received details of another development for Small Dole, the part in Henfield Parish but in my ward.

Broadbridge Heath Quadrant is progressing rapidly; this will be a large and very mixed development where there is presently a big leisure centre and supermarket. These are to be replaced, housing and recreational plus retail spaces added; the draft outline plan exists and a supplementary planning document will be published in October; it will be an exciting project plus hopefully a profitable one for the council, remembering that every pound earned will help keep council taxes down.

Horsham District council agreed an application for a loan to Henfield Leisure centre £300,000 to fund the building of a soft play extension to the Leisure centre; also a

loan to Saxon Weald towards a development about 60 affordable housing units in Horsham.

Councillor Jim Goddard re-iterated the importance of the planning framework document and said that once it has been approved it will be revised every 5 years. He also mentioned the problem of builders trying to get plans approved before this happens and said that Rydon Homes had submitted plans for 65 homes in Upper Beeding.

Councillor Goddard also said that officers of the council continue to make the case for moving the council offices to one floor of the County Council building in Horsham which would result in a reduction of costs for both. The Council will make the final decision and if agreed would assist in keeping council taxes down.

### **P.C.S.O.**

PCSO Tom Slaughter presented the following report:

The Link Visiting Scheme. On Thursday, 11 September I helped ay Cinnamon Networks launch party for a new link visiting scheme that covers Steyning, Bramber Upper Beeding and Small Dole. In attendance was Deputy Chief Constable Olivia Pinkney, Inspector Clare Mcknight and PCSO Carol Boniface as well as different representatives from local community groups and faith-based organizations. This an hour or more with a volunteer. It's main aim is to prevent social isolation in the community.

Burglary. On Wednesday, 27 August between 13.45 and 17.45 a property located on Maudlyn Park, Bramber was burgled. The home owners were on holiday at the time of the incident and jewellery was stolen from the property. I have spoken to local residents to offer crime prevention advice as well as conducting secondary enquiries into the investigation.

Bramber Bridge. After receiving reports of stone throwing at Bramber Bridge a unit attended the scene and stopped a small group. One male confessed to kicking a stone off the bridge and a community resolution (restorative justice) has been agreed between the victim and offender.

Come and Meet Us. Wednesday 1<sup>st</sup> October at Steyning Library. Please come and speak to PCSO Tom Slaughter about any local concerns or issues you have.

### **Neighbourhood Wardens**

The following report has been received from the Wardens:

#### Anti-social behaviour

It's been a quiet month in respect of anti-social behaviour across the three parishes however there have been a few instances.

We have also received information regarding suspicious activity involving drug dealing and are monitoring Suspect vehicles related to this Intel. The Police are aware and we continue to monitor Bramber castle car park in particular.

A property was broken into in Bramber on 28 Aug between the hours of 1400-1740. The offenders were able to gain entry by smashing a front window. We would advise residents to be alert and secure such valuables as jewellery. We have stepped up our patrols in the area.

We received a call from a resident who witnessed a car speeding in Clays Hill, the vehicle registration number was not obtained but the description of the vehicle we believe to be a local young person known to us.

Details of Operation crackdown were given for future reference.

The amount of fly tipping reported continues to be low however we continue to patrol the area to deter any would be tippers. We have come across a few suspect vehicles which have driven off after seeing us and we have registration details should they be required.

### Community

We were on hand to assist transporting older people to a concert given by a visiting Norwegian Choir at the Baptist Church.

The Chairman will speak with the Neighbourhood Wardens to ensure that the Council receives update reports from them and meeting attendance where possible.

**Action: R.P.**

### **5. FINANCE**

The clerk presented the financial statement and approval was proposed by Jim Goddard and seconded by Nick Stubbs and agreed.

The clerk asked that the council note that monies for payment to the Neighbourhood Plan would temporarily be placed in the account whilst she arranged the setting up of a separate account.

She also reported that the external report had been passed without any actions to be taken. The Council thanked the clerk for keeping the accounts in good order.

### **6. PLANNING**

#### **Update**

#### **New Applications**

##### **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

##### **DC/14/1863 Castle Inn Cottage, The Street**

Proposed new garage and store

##### **DC/14/1782 32 Coombe Drove**

Fell 1 x Beech tree, surgery to 2 x Beech trees (Tree Preservation Order)

##### **DC/14/1953 12 The Ridings**

Fell 5 x Sycamore trees, surgery to 3 x sycamore trees, surgery to 2 x beech trees and surgery to 1 x Horse Chestnut tree (Tree Preservation Order)

##### **SDNP/14/04525/TCA The Old Tollgate, The Street**

Fell 1 tree and surgery to others

The Council then considered the following plans:

DC/14/1552 Thistledown

The Council had no objections to these plans.

DC/14/1863 Castle Inn Cottage

The council unanimously agreed to object to these plans on the grounds of over development.

It considered that the garage is too large for the cottage and its curtilage.

The height of the building is excessive.

The council also did not agree with the architect's statement that the garage would ensure more car park spaces.

The Chairman asked Councillor Goddard if he would speak to the planning department at Horsham about the dividing wall which has been built on the Castle View development and which was not on the original plan.

**Action:J.G.**

## **7. NEIGHBOURHOOD PLAN**

Nick Mills sent the following report:

***Steyning, Wiston, Ashurst and Bramber Neighbourhood Plan (SWAB)***

***A progress update for Bramber Parish Council– 17 September 2014***

### **Composition of the Steering Group**

The first meeting of the Steering Group was held on 10 September. It has been agreed that ideally the Steering Group will comprise 16 members, 4 from each of the four parishes. There should be an equal split between Parish Councillors and those from the community. The current Steering Group members are as follows –

Nick Mills (Chairman) Bramber Parish Council

Roger Potter Bramber Parish Council

Alan Griffiths Ashurst Parish Council Susie Fischel Ashurst Parish Council Bob

Harari Ashurst Resident Bruce Jordan Wiston Parish Council

Ken Newton Wiston Parish Council

Martin Toomey Steyning Parish Council

Nick Muggeridge Steyning Parish Council

There appears to be no formal rule on the composition or make up of the Steering Group or the Focus Groups. We have taken advice from HDC and they have said –

*“Where a cluster has been formed we would encourage the steering group to have a fair representation to ensure all parishes have an equal voice. It is up to the parishes though to decide who to appoint and it is a local decision as to who should decide membership, roles, responsibilities etc”*

We need help from other Councillors and residents within the Bramber parish to assist with various tasks for the neighbourhood plan, to include help with Focus Groups, inclusion within the Steering Group and to share their own personal experience and expertise. The involvement need not be onerous with residents being appointed as advisors for certain Focus Groups without the need to attend all meetings.

### **Neighbourhood Plan Designated Area**

The Neighbourhood Plan area will be the total area of land within the four parishes. The proposed designated area has been advertised by Horsham District Council for six weeks and no observations or objections were received. We are now waiting for it to be formally agreed (and have been waiting now for several weeks) although it has been recommended by the officer for approval. Unfortunately, we are not able to receive grant monies from HDC until the area has been designated, when the first 50% will be paid.

### **Status of funding**

We heard on 19th August that we have been successful in securing a grant of £7000 from Locality. The work detailed within our application as being required and relating to the grant must be completed by 31st December 2014. The grant monies from HDC totalling £19,800 have also been secured subject to the Designated Area being agreed. These grant monies include a 'clustering bonus' of £3300.

The Chairman gave details of the public meeting on 1<sup>st</sup> November from 10-1 at the Steyning Centre and asked for as many councillors as possible to attend. The need for people to help with website designing and publicity was highlighted.

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

It was agreed at the last meeting that the Council would apply for £7500 from HDC for the Walks for All project. In discussion with HDC about this the clerk was informed that South Downs National Park was holding £2930 of S106 money already designated to this project.

Jim Goddard proposed that the £7500 previously agreed, consist of 2 separate applications to HDC and SDNP, this was seconded by Nick Stubbs and agreed. The clerk confirmed that this would leave £6,250 in Bramber's S106 account at Horsham.

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

B – Traffic and Highways

Work is to start on The Street on 6<sup>th</sup> October and will continue for 4 weeks. This will necessitate closure of the road but the Council hope that it will be possible for it to be open in the evenings.

Replacement of the street lights on The Street commences on 19<sup>th</sup> December.

E – Flood Planning

The emergency group is to complete the flood plan **Action**  
Operation Watershed grants. Nick Stubbs reminded the Council that money was available this year from this WSCC fund to clear neglected ditches, provide equipment for this and for flood planning.

F- Youth

Roger Potter reported that Emma, the youth worker, had given an excellent presentation at the Loneliness and Isolation Event about how this affects young people.

G – Healthcare

Sandra Bignell said she had been asked to attend meetings at Horsham for Dementia Friendly and also at Age UK and wanted to know which the council felt was more relevant. The Clerk will look into this. **Action:Clerk**

H – Business and Tourism

Work on the Downslink should be completed this week.

It is hoped that work on the Walks for All will continue straight on as the equipment is in situ. The Clerk will send map of the walk to Diana Goodall. **Action: Clerk**

### **10. ENVIRONMENT**

Nothing further to report.

### **11. HIGHWAYS**

a) covered in Parish Plan

b) Castle Lane

The Clerk reported that English Heritage had said that they were due to cut the hedges in October and only had funding for this one cut. They said that they would try to bring this forward to the end of September. Nick Stubbs said that the road was getting dangerous so Clerk was asked to contact West Sussex. **Action:Clerk**

c) Winter maintenance information

The Chairman had attended training at West Sussex about salt distribution with 3 volunteers.

The clerk distributed notices to be put inside the lids of all salt bins.

## **12. YOUTH PROVISION**

Nothing further to report.

## **13. CORRESPONDENCE**

a) Information from the police about their policing plan for the Oil and Gas Exploration at Broadford Bridge from 15 September.

b) Information from HDC about the Examination hearings for the District Planning Framework which will begin on 4<sup>th</sup> November.

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

The next meeting will be **Wednesday, 29 October 2014** at 7.00 p.m.

Planning meeting if required **Thursday, 09 October 2014**