



# Annual Report

April 2015-March 2016

## Chairman's Report

Since my last Chairman's Report, little of visual significance has taken place within the parish, although I hope and anticipate that will not be the case for the forthcoming year.

Many projects which we had hoped would have materialized by now will come to fruition in the next few months.

Approval has been given by the Council and Agreements signed with Horsham District Council to employ two Neighbourhood Wardens. The Contract will be for a period of two years at least after which we will conduct a review of the undertaking. The recent Police review, which will not support Police Community Support Officers to the extent to which we have been accustomed, has prompted this action, as has the need to ensure a uniformed presence within the parish. These officers should be visible on the streets within the next 6 months at least.

The proposed Trim Trail has still not been finalized. Recent legislation and preferred options have necessitated us returning to the suppliers to make changes with the equipment to ensure maximum compliance. Nevertheless, we have approved the concept and selected the site and hopefully construction will soon take place.

We have undertaken a further review of the refurbishment of the sports pavilion, have appointed "fresh eyes" to look at the project and will look once again at presenting a plan to you.

10 weeks on from the end of the Statutory Consultation Period, the Neighbourhood Plan is still with the District Council who have not been able to provide clarification as to whether our Plan can go forward to an Inspector and subsequently to a referendum.

We have at last been able to display hanging flower baskets in Lower Street once again and that will be visible again this coming year.

Swan Corner roundabout area is due for safety improvements in November this year; the road surface which was part of the process has had to be brought forward and I'm glad to say shows marked improvement.

Regeneration of Lower Street, again to improve safety, is also scheduled by WSCC to take place but a date has yet to be finalized.

Finally, I would like to take this opportunity to thank my staff and fellow councillors for their help and support over the past year especially my Parish Clerk, Sarah Norman, who, after 9 years, is leaving us to take up a new position as Assistant Town Clerk to Bognor Regis Town Council. I am sure you will all join with me in thanking her for all she has done and to wish her well in her new position.

**Ray Quested**  
**Chairman**

## Planning & Services Committee Report

In this report I will focus more on future needs than on events in the past year, when there were relatively few planning applications for new build houses. The work on the previously permitted development on Stane St in the land North of Highfield has now commenced, and it seems very probable that both major sites identified in the draft neighbourhood plan will be submitted for planning ahead of the neighbourhood plan referendum, which is unlikely to occur before Q4 this year.

Pulborough shares the same demography of an aging population as much of the South of England. The 2011 census showed that roughly 2/3 of our working population then were aged over 40, and roughly 2/3 of them will have retired in 15 years time – the end of the initial neighbourhood plan period. We are also in a period where life expectancy is increasing. Central government forecasts that Pulborough will have an increase in population of around 1000 people in the

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next 15 years, yet the ageing demography means that the population of over 65's will increase by around 800 in the same period.

In recent years we also have hosted significant new developments, but without any effort to improve all aspects of the infrastructure needed to support this increase in population.

The key thing for the planning and services committee in the coming year will be to focus both on how to cope with the ageing demography, and how to ensure that services are improved to meet both current and future needs.

An important need is to ensure that the people who do important work to service the needs of our community can afford to both live, and work, within our community. The only vehicle we have available to do this is to form a community land trust (CLT), which has to be an initiative that involves people from across the community and cannot be solely a parish council initiative. To make this work, we will need to ensure that a) the necessary expertise is available, and b) that land is donated/made available to the CLT. If anyone can help in this regard, please contact me through the parish office.

***Cllr A Tilbrook***  
***(Chairman – Planning & Services Committee)***

## Recreation & Open Spaces Committee Report

This year has been very busy on several things done and more to do in the coming year.

The allotments are fully attended, which is nice to see, there is still interest in growing your own fresh vegetables etc.

The recreation ground is kept to a high standard and football, cricket and stoolball for all ages are played on the recreation ground and new outside gym equipment will be coming soon. The children's play area is well used and well maintained. Three trees that were lost have been replaced this year.

Nutbourne Common has also been kept to a good standard, also replacing new trees to help insects and birds. Work to clear Pocket Park and Rivermead has also taken place. The Memorial Garden is being well maintained by 'Friends of the Memorial Garden' and it is hoped that bulbs can be planted under the trees to show colour in the Spring.

Work continues to look at refurbishing the Sports Pavilion in the hope of including a Youth Club.

***Cllr E Henly***  
***(Vice Chairman – Recreation & Open Spaces Committee)***

## Finance & Policy Committee Report

Following this written report is the draft income and expenditure account of your council for the last financial year. As in previous years, these figures are subject to a final audit. The income for the year ended 31st March 2016 decreased in monetary terms from £234,436 to £210,641 as a result of one off grants in the previous year towards the costs incurred for the Neighbourhood Plan (£8,950) and the Memorial Garden (£24,445).

The increase for each band D property for the past financial year compared to 2014/15 was 1% per annum or 72 pence per annum. Other income was similar to prior years with various rents increased with inflation. Staff costs saw an increase of 11% this year from £67,089 to £74,495 and this was due to changes in pension's legislation.

The project work associated with the refurbishment of the Sports and Social Pavilion continues slowly whilst

trying to secure funding and seek grants and better project scope. Allocated reserves at the year end of £129,315 are earmarked for this project out of a total of £198,574. Other projects planned by your council, for which funds have been specifically earmarked, include improvements to the Cousins Way Recreation Ground, improvements to our open spaces such as Pocket Park and Rivermead and future costs associated with the provision of Neighbourhood Wardens. After a two year trial period then the village will need to decide whether to continue to fund Neighbourhood Wardens or not. Another project the Council supports is a replacement Youth Club. The lease on the present building has been renewed and will lapse in 2020, so a replacement is needed.

***Cllr P Clarke***  
***(Chairman – Finance & Policy Committee)***

# Summary of Accounts

## Income & Expenditure Account (Awaiting Audit)

Yr ended 31st March 2015		Current Yr ended 31st March 2016
<b>Income Summary</b>		
169,522	Precept	175,018
<b>169,522</b>	<b>Sub Total</b>	<b>175,018</b>
<b>Operating Income</b>		
10,457	Administration	7,359
8,950	Capital Grants	8,763
331	Loans and Finance	388
2,338	MSF	1,645
30,318	Discretionary	5,496
1,519	Allotments	1,323
11,001	Other Recreation	10,649
<b>234,436</b>	<b>Total Income</b>	<b>210,641</b>
<b>Running Costs</b>		
16,229	Administration	19,673
535	Advertising & Publicity	526
986	MSF	63
67,089	Staff Costs	74,495
39,176	Discretionary	27,957
4,594	Highways	4,934
3,147	Street Lighting	4,111
1,203	Allotments	1,017
128	Bowling Club	249
9,128	Grounds Maintenance	8,202
13,311	Pavilion	16,453
19,869	Other Recreation	28,905
<b>175,395</b>	<b>Total Expenditure</b>	<b>186,585</b>
<b>General Fund Analysis</b>		
267,552	Opening Balance	326,593
234,436	Plus : Income for Year	210,641
<b>501,988</b>		<b>537,234</b>
175,395	Less : Expenditure	186,585
<b>326,593</b>	<b>Closing Balance</b>	<b>350,649</b>

# Pulborough Parish Council

## Council Members

(as at 31st March 2016)

### Chairman

#### Mr Ray Quested

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*Finance & Policy Committee,*

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### Vice Chairman

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*Recreation & Open Spaces*

### Councillors

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*Planning & Services Committee*

#### Mrs J Esdaile

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*Recreation & Open Spaces*

## Officers

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**Assistant Clerk:** Mrs Lisa Underwood

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*Planning & Services*

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*Finance & Policy*

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*Finance & Policy, Planning & Services (C)*

#### Mr J Wallace

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*Planning & Services (VC)*

1 x Vacancy

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