



PULBOROUGH PARISH COUNCIL

Working together for a better future

PULBOROUGH PARISH COUNCIL

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MINUTES OF A MEETING OF PULBOROUGH PARISH COUNCIL HELD ON 18TH JANUARY 2018 AT PULBOROUGH VILLAGE HALL

PRESENT: Cllrs: Qusted (Chairman), Bignell, Clarke, Court, C. Esdaile, Hancock, Hare, Henly, Kay, Kipp, Lawson, Tilbrook and Wallace

IN ATTENDANCE: County Cllr P Arculus
1 member of the public.

The meeting opened at 7.30pm

125. APOLOGIES FOR ABSENCE

Apologies for absence were received and approved from Cllrs: J Esdaile & Reddin.

Mrs H Knight (Clerk) was unable to attend, so Cllr. Tilbrook kindly offered to take the minutes of the meeting.

126. DECLARATIONS OF INTEREST AND CHANGES TO REGISTER OF INTERESTS

There were no declarations of interest made or changes to register of interests.

127. MINUTES OF FULL COUNCIL

The Council **RESOLVED** to **APPROVE** the Minutes of the Meeting held on 23rd November 2017 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

There was no Clerk's report.

128. COMMITTEE MEETING MINUTES

Members considered and **RESOLVED** to **APPROVE** the Minutes, Reports and Recommendations of Committees (other than separate agenda items) as follows:-

128.1 Planning & Services Committee

Members received the Minutes of the Meetings held on 23rd November and 7th December 2017. There was no Clerk's report.

128.2 Recreation & Open Spaces Committee

Members received the Minutes of the Advisory and Committee Meetings held on 30th November 2017. There was no Clerk's report.

128.3 Finance & Policy Committee

Members received the Minutes of the Meeting held on 16th November 2017. There was no Clerk's report. (The recommendation regarding the budget forms a separate agenda item and minute).

129. ADJOURNMENT FOR PUBLIC SPEAKING - TO INCLUDE REPORT FROM NEIGHBOURHOOD WARDENS IF AVAILABLE

The Neighbourhood Wardens were not present but had submitted a written report.

The Chairman welcomed Mr Funnell of WSCC to give a presentation on the "What If" Community Resilience Programme.

Meeting adjourned: 7.40pm

Meeting Reconvened: 8.10pm

The Chairman thanked Mr Funnell for taking the time to address the Council.

130. WSCC "WHAT IF?" COMMUNITY RESILIENCE PROGRAMME

It was **RESOLVED** to participate in this programme.

131. DISTRICT AND COUNTY REPORTS

County Cllr Arculus reported on two parking issues. Chris Stark had suggested to her that the community could apply for double yellow lines in Lower Street to help address the parking issues outside Dominos. Cllr Arculus undertook to re-check Lower Street.

There has also been a problem near Pulborough Medical Centre where cars park partly in Spiro Close, and partly on the access road to Tescos and Pulborough Medical Centre. The community can apply for double yellow lines on the access road that is being obstructed. Cllr Arculus also indicated that the WSCC part of FY 2018/19 council tax was likely to rise by slightly below the 6% maximum allowed.

District Cllr Clarke reported that the Gypsy and Traveller site consultation was still ongoing, but that recommendations from this, and consideration of the Lane Top site application were expected in the fairly near future. The new HDC waste collection regime will start during February. Piries Place car park in Horsham has now been demolished. Discussions on the HDC Council tax and the precept for FY 2018/2019 are ongoing. There is no information available on business rates for FY 2018/2019.

There was a brief discussion regarding affordable housing.

Cllr Quedstedt reported that he had made a FOI request to HDC on permits from local businesses to use the main village car park. Cllr Kipp expressed concerns regarding this issue. District Cllr Clark said he would look into this issue.

132. BUDGET AND PRECEPT YEAR END 31ST MARCH 2019

Members received the recommendation of the Finance & Policy Committee (F&P Min. 64, 16.11.17 refers) and the draft budget. Cllr Lawson queried whether the proposed budget for Tree Surgery was adequate. Cllr Hare asked about the future budgeting for the Neighbourhood Warden Scheme. Cllr Clarke indicated that more support could be offered in FY 2019/20. Cllr Clarke indicated that the Parish Precept for Council Tax would be £80.69 pa for a band D property.

It was **RESOLVED** to approve the budget and precept as recommended by the F&P Committee, resulting in a precept demand for the year ending 31st March 2019 of £203,394. This results in a Band D equivalent per house charge of £80.69 per annum, which represents a £4.63 or 6.1% increase on the previous year. This is below the previously publicized 6.25% anticipated requirement to fund the extended Neighbourhood Warden pilot scheme.

[NB: Although there is no longer an HDC Council Tax Support Grant available, an anticipated, but unconfirmed, small environmental grant of £60 towards street cleansing will reduce the precept slightly to £203,334, resulting in a Band D equivalent charge of £80.67pa, an increase of £4.61 on the previous year].

133. INTERNAL AUDIT REPORT 2017-18 (INTERIM)

Members received the internal audit report. Cllr Quedstedt queried whether comments on playground equipment inspection should be a part of an internal audit. Council **RESOLVED** that it was not, and authorised Cllr Quedstedt to ask for comments on this to be removed.

[NB: Subsequent to the meeting, the Deputy Clerk advised the Chairman that the internal audit is not just for the financial aspects of the Council, but also aspects of regulation and health and safety. The Chairman therefore will not be requesting these comments to be removed from the report.]

Members **RESOLVED** that the individual recommendations be referred to the F&P Committee meeting of 25th January 2018 for consideration and any necessary action.

134. NEIGHBOURHOOD WARDEN SCHEME

There was no update available regarding the seed funding scheme so this will be discussed at a future meeting when updates are available.

There was considerable discussion on HDCs proposal to centralise meetings with neighbourhood warden steering groups. The committee thought that greater benefit was obtained to our community by keeping the Pulborough steering group meetings within this community. Members **RESOLVED** to ask the Clerk to write to HDC stating this view, and asking that the reporting structure of our Neighbourhood Wardens be kept local.

135. SPORTS PAVILION REBUILD PROJECT UPDATE

Members noted the upcoming meeting with pavilion user groups regarding this project on 24th January 2018, which all Councillors were welcome to attend to input to final draft proposals.

136. COMMUNITY BENEFIT PAYMENT

The Council **RESOLVED** to accept the proposed mitigation payment relating to work at Broadford Bridge, but deferred discussion on how this money would be spent until it was clear what amount of funds were being received.

137. NEIGHBOURHOOD PLAN

Members received the Pulborough Housing Needs Assessment Report by AECOM. Several councillors noted that this report contained a number of inconsistencies and ambiguities, and was difficult to understand or interpret. The NP Steering Group Chairman Richard Keatley is to meet with HDC to seek to resolve ambiguities arising from the report and will report back to the NP Steering Group with a proposed way forward.

Members **RESOLVED** that the Clerk circulate, for ease of reference, a copy of the shorter extract version that the NP Steering Group had received in advance of the full report.

All site surveys have now been completed by the NP steering group.

138. DAMAGED BOUNDARY FENCE BETWEEN SPORTS PAVILION CAR PARK AND BOWLS CLUB

Members noted that this fence is owned by the Bowls Club, and not the Parish Council. The Committee **RESOLVED** to ask the Clerk to write to the Bowls club to inform them of this.

139. COUNCILLOR TRAINING

Several councillors indicated that they would like to attend courses, and Members **RESOLVED** to **APPROVE** these requests as follows:

Cllr. Kipp - Councillor training on 12.06.18 at Southwater at a cost of £60.00 +vat.
Cllr. Bignell - Councillor training on 26.06.18 at Chichester at a cost of £60.00 +vat.
Cllr. Wallace - Planning training on 22.11.18 at Billingshurst at a cost of £60.00 +vat.

Councillors were asked to individually liaise with the Clerk to make bookings for these.
Cllr Hancock will revert to the Clerk on this matter.

140. HEALTH & WELLBEING FOLLOW-UP SURVEY

Members **RESOLVED** to request that the Clerk complete the survey.

141. PULBOROUGH COMMUNITY TRANSPORT

Members noted and ratified the Clerk's action in writing to the retiring scheme co-ordinator concerning his excellent work.

142. VILLAGE MARKET

It was **AGREED** that Cllrs Bignell, C Esdaile, Henly, and Kipp would man the Council's stall at the market on 27th January 2018.

143. REPRESENTATIVES ON OUTSIDE BODIES

Cllr Hare reported that there were uncertainties regarding Gatwick Airport's plans for expansion, and their plan for noise reduction. Meetings with Gatwick are to be held to resolve the potential conflicts between these two ambitions.

Cllr Kipp reported that the secretary of HALC undertook to take representatives' concerns about HDC's car parking charges to HDC. HALC, through Liz Leggo, had forwarded material regarding the dementia friends campaign to Cllr Kipp. Cleanliness and visibility of road signs was raised at HALC. Ashington has a volunteer group that cleans signs in their village. Members **RESOLVED** not to instigate this in Pulborough due to Health and Safety concerns. The loss of banks in rural areas with a rapidly increasing elderly population was a concern. There are some suggestions regarding the possibility of banks sharing a common office in village communities, but this is something that will need legislative change for it to be taken forward.

144. CORRESPONDENCE

The Correspondence list (previously circulated to Council) is attached as Appendix 1.

145. PAYMENTS

There were no payments to be authorised.

146. STAFFING

The appointment of a new weekend litter warden was noted.

Members **RESOLVED** to **APPROVE** additional working hours for the Deputy Clerk of 10 hours per week, and **RESOLVED** to offer this opportunity to the Clerk.

The meeting closed at 9.30pm

.....Chairman

.....Date

CORRESPONDENCE**Appendix 1****WSCC**

- Chanctonbury Local Committee unconfirmed minutes of 15th November 2017 meeting
- Information for spotting the signs of child sexual exploitation (CSE) and posters for display (on PPC noticeboards)
- County News Horsham district November 2017 (email forwarded to Cllrs)

HDC

- Press Release: New CE for HDC: Glen Chipp is expected to join HDC in early April 2018.
- Official confirmation of fatal RTA (email forwarded to Cllrs)

Sussex Police

- Sussex PCC meeting/questions to the PCC 19th January 2018 (email forwarded to Cllrs)
- PCC Newsletters 17/11/17, 24/11/17 and 1/12/17, topics included Would you pay more to support policing in Sussex?; Repairing the harm (restorative justice); Praise for Community Speedwatch

In the Know alerts

- NHW Alert - Urgent information re computer fraud
- Action Fraud Alert 24/11/17- Shopping online safely
- Crime Update 22/12/17 and 29/12/17
- Sussex Police Horsham Weekly Bulletin 24/11/17 and 1/12/17

SALC / NALC

SALC November/December 2017 Newsletter (forwarded to Cllrs)

SALC Email with GDPR Update 8.12.17 (forwarded to Cllrs)

NALC Take NALC's Local Councillor Census Survey (forwarded to all Cllrs)

NALC LCR winter 2017 edition

HALC

Agenda for meeting 9.1.18

HALC Update (forwarded to PPC reps EK and CE) and Minutes of Annual Meeting of HDC and HALC 13.11.17 (forwarded to Cllrs)

Nutbourne Residents' Association

Agenda for AGM 23.1.18

PCP

Pulborough post Xmas village sign - proposed design to replace current default sign.

LAT

Confidential Minutes of meetings 22/11/17 and 10/1/18.

Pulborough Village Market

Notes from Mr L Ellis from markets held 25/11/17 and 16/12/17.

Email from new market organisers with updates and news that stall cost increasing to £12 for large table and £6 for half size.

CAGNE

Bulletins 74 and 75.

PAGNE

Key points from Gatwick Noise Management Board 8, 15/11/17.

GON

Details of Parliamentary debate on Gatwick noise.

Horsham Matters / CYW

Details of change in invoicing procedure for quarterly Community Youth Worker operational and employment costs from April 2018, which will now be invoiced together, instead of separately. There is some increase to parishes (PPC and BPC) for the operational costs but a fixed amount can be budgeted for in future.

CWY latest quarterly reports and budget summary.

Grant Aid Recipients

Letters of thanks and acknowledgement of payment from: Pulborough Lunch Club; Horsham District Age UK; Pulborough Cricket Club; St Mary's Church; Mary How Trust; Home Start CHMS; West Sussex Mediation Service; PDDCA (Community Transport and Lunch Club);Victim Support.

Resident

Copy of letter received from HDC in response to resident's letter to ombudsman regarding the rural car parking scheme.