

2012 - 2015



**Community Action Plan**

## Foreword

It gives us great pleasure to introduce the Pulborough Community Action Plan 2012-2015.

The previous Action Plan was aimed at 'making a better future for Pulborough' and your Community Partnership has worked closely with the Parish Council to promote local historical sites; produce leaflets promoting local walks; provide assistance to local shops and businesses; produce a shoppers guide; establish a Local Action Team; develop a Village Design Statement and organise community events such as the highly successful annual Harvest Fair.

During the spring and summer, we have undertaken a process of consultation and engagement with the community and we now have a clear picture of what issues are priorities for local people currently. We will act on this information, attracting external funding wherever possible, to develop local projects and services, increase social inclusion and make a positive difference to the community.

It is the aim of the Community Partnership and the Parish Council to help secure Pulborough's long term viability as a centre for social, business, recreational and cultural activities and to maintain its particular character and heritage. The Community Action Plan brings together existing statutory and voluntary organisations and local volunteers to run projects and form working groups to tackle specific issues.

Without the many hours of voluntary time given by the team, our partners and others in the community, we could not continue with the tasks in hand.

We trust that in reading this Action Plan, you will see how the work benefits the whole Pulborough community and hope that this will encourage you to join with us to support the various projects.

Pulborough is undergoing a period of significant growth and change. Never was there a more important time for our local community to become engaged and take action to help shape our future. It is by working together as a community that we will make Pulborough an even better place to live.



Ray Qusted, Chairman  
Pulborough Parish Council



Keith Whiddon, Chair  
Pulborough Community Partnership

## Overview / Introduction

Pulborough is, in many ways, a great place to live. We are a rural village with easy access to the surrounding countryside, but at the same time we enjoy good transport links. We have several key services (The Primary Care Centre, St Mary's Primary School, railway station) and important facilities (The Village Hall, recreation ground, library, Brinsbury College) on our doorstep, and a good range of local shops, pubs and businesses in operation. Crime and disorder are very low compared to the national average, and the majority of residents feel that it is a safe and pleasant place to live. Finally, we have an active community in which a number of local volunteer organisations are working on a wide range of different projects to tackle problems where they exist or provide services where needed.

However, it is also clear from the consultation we have undertaken that there are issues that need to be addressed. Some of these are a case of solving an existing problem; others are about tapping into a previously unrealised opportunity; all are things that have been brought up time and again during the consultation and partnership work that has taken place over the last year and a half.

The individual issues identified, and the actions we will take as a community to address them, are set out in the body of this plan. However, it should be noted that time and again the specific issues point to a broader theme of concern about the way Pulborough has changed in recent years and what the future direction of the village will be. What emerges is a broad consensus that Pulborough has suffered from the lack of a coherent strategy for the village at all levels. This is seen most clearly when considering the following:

- There is no holistic plan for Pulborough. Development is happening in a piecemeal fashion, driven by targets rather than local need, and this is having a negative effect on the village's identity and the community's sense of itself. There is no 'heart' to the village and few links between different areas – in some ways, Pulborough does not 'make sense' in spatial terms.
- New housing developments are failing to deliver benefits to the community. Units are the wrong type (4-5 bedroom houses as opposed to smaller properties), are not affordable, and do not meet the housing needs of local people. Local jobs are not being created to match the influx of people, leading to the creation of a one-dimensional dormitory town. The perception is that new housing is hurting rather than helping.
- Infrastructure has not kept pace with development, and residents are becoming increasingly aware of and frustrated by the fact that infrastructure planning has been and remains insufficient. What infrastructure work does take place is reactive rather than proactive, and more often than not is a temporary 'sticking plaster' solution to long-term problems. Given that no overall strategy exists for Pulborough, this is perhaps not surprising.
- There is an increased awareness of, and growing concern about, the speed, volume and type of traffic on Pulborough's roads. This is having an unnecessarily negative impact on economic activity and quality of life. The arrival and expansion of two

major supermarkets and the several recent housing developments have significantly increased vehicle movements on the A29 and A283, yet no appropriate mitigation seems to have been considered let alone implemented. Without serious attention and action from the relevant authorities, this situation will only get worse as time goes on.

- The railway station remains an important local asset but suffers from underinvestment. Parking does not meet demand and disability access to the up-line is non-existent.

As so many of the issues identified during the consultation flow from this lack of a holistic plan, the overwhelming priority of the new Community Action Plan is for Pulborough to establish a coherent strategy for controlling and managing change that results in a cohesive community.

As well as providing a coherent spatial plan, there is also a need to continue to focus on other important areas:

- The local economy – supporting local traders but also recognising and supporting the ever growing number of home-based businesses.
- An active community – promoting civic pride, volunteering and an awareness that people who live and work in Pulborough can work together to address local issues and exploit opportunities for a better quality of life.
- Leisure and heritage – Pulborough has assets that we need to make more of and protect.
  - nature: walks, countryside, river, RSPB, National Park, etc.
  - produce: vineyards, local food producers/retailers, etc.
  - history and heritage: buildings, monuments, local knowledge and traditions, etc.

## Background

### About the Pulborough Community Partnership

The Pulborough Community Partnership is a not-for-profit Company Limited by Guarantee and run by local volunteers to achieve a better quality of life for residents. Anyone who lives or works in the Pulborough area can join or put themselves forward as a Board member. The Board is elected every year at an open AGM.

The Partnership reports to the Parish Council on a regular basis and can, due to its ability to access funding that is not available to the Parish, undertake projects that would otherwise be a burden on the precept. The main task of the Community Partnership is to coordinate and facilitate delivery of the Community Action Plan, and it seeks to do this by bringing together existing statutory and voluntary organisations and local volunteers to run projects and form working groups that tackle specific issues.

### What is a Community Action Plan?

Community Action Plans are a statement of which issues are most important to the people who live and work in a particular community, and a strategy for working together to address them. They are based on consultation and derive their legitimacy from the fact that they are created, approved, supported and implemented by the community itself.

### An overview of the Community Action Plan process in Pulborough

The previous plan (created in 2003 and renewed in 2007) established a wide range of projects to help boost the local economy, promote tourism, and improve and protect Pulborough as a living and working community. Some of these initiatives have been completed (restoration and promotion of local historical sites, production of leaflets promoting local walks, assistance provided to local shops), and some are still ongoing (such as the Local Action Team, Village Design Statement and Harvest Fair). In 2010 it was agreed that the Community Action Plan process should be updated to ensure it accurately reflected the current concerns of the community.

The Parish Council engaged 'Action In Rural Sussex' to help get the process started. It was agreed that the plan should use the four headline themes adopted by West Sussex County Council and Horsham District Council:

- A Better Place To Live
- Opportunity For All
- Better Health For All
- Staying And Feeling Safe

In April 2010, a public meeting was held in the Village Hall to establish a working group for each theme, and approximately 25 local people volunteered.

A period of public consultation followed. The first step was to ask local people and organisations, without providing leading questions, what issues they cared about most. To do this, the theme groups came together to create and distribute a combined leaflet/comment form inviting people in Pulborough to describe the issues that most concerned them and that they felt should be a priority for the Parish Council and Community Partnership. Boxes where respondents could leave their comments were placed around the village (pubs, shops, supermarkets, and community centres) and volunteers also held a number of “on the street” consultations (including at the station, the library and the Weald School) with the aim of distributing comment forms as widely as possible as well as explaining the process to people face to face.

Of approximately 3,000 leaflet/comment forms distributed, only 249 were returned. Nevertheless, once these responses were collated and analysed a number of recurring themes and issues began to emerge and these were documented and reviewed. A fifth theme, Young People, was added.

In July 2011 an ‘Issues to Actions’ meeting of local volunteers, elected representatives and business and service providers was held to test the validity of the issues raised and to come up with realistic, achievable solutions to them. The proposed actions that arose from this meeting were then collated, analysed and circulated for further comment before being finalised for inclusion in this Community Action Plan.

A vote was held at the Pulborough Community Partnership’s AGM on 29<sup>th</sup> November 2011 to recommend the plan to the Parish Council, who subsequently formally adopted the plan.

A list of all those who volunteered to help organise or take part in the consultation process is given at the end of this document.

## The Community Action Plan: Issues and Actions

### 1. A BETTER PLACE TO LIVE

This theme deals with the most fundamental aspects of Pulborough as a place to live, such as housing, services, infrastructure, community and the natural environment. An important consideration is not just whether specific needs are being met, but also whether they are being properly balanced in the interests of the village as a whole.

What (The Issue)	How (The Action)	Who (The People)
1A. Pulborough has no coherent identity - Pulborough should be a living/working/playing community and not a dormitory town - Community is increasingly fragmented and identity is being lost	Organise more village events	A dedicated Events Organising Group to be formed under the auspices of the PPC
	Pull together and promote the history and heritage of Pulborough	PPC, PCP, The Pulborough Society
	Co-ordinate the publicity of all village events and announcements	PPC, PCP, HDC, Churches, Village Hall
1B. Too much/wrong type of development - Housing has been of the wrong type – the focus should be on affordable housing for local need - Impact of more people/vehicles is not being properly assessed and mitigated - Need to ensure development is balanced against the protection of natural habitats and environment	Establish evidence-based Key Performance Indicators (e.g. population, vehicle movements, empty shops etc.) for the village and actively monitor them to ensure Pulborough develops in line with the needs of the whole community.	PPC, PCP, PBG
	Create a Neighbourhood Plan that sets out a strategic vision and priorities for Pulborough, and ensure it is adopted.	PPC and HDC

What (The Issue)	How (The Action)	Who (The People)
1C. Need to improve the appearance of the village	Ensure adoption of the Village Design Statement by HDC	VDS Team
	Parish Council to work with businesses and residents to keep Pulborough tidy	PPC, PBG
1D. Not enough community 'centres' <ul style="list-style-type: none"> <li>- Protect/make better use of the library</li> <li>- Make better use of the village hall</li> <li>- Make better use of the memorial garden</li> <li>- Create a community shop</li> <li>- Promote/make better use of the Sports &amp; Social Club</li> </ul>	Work with West Sussex County Council to make better use of the Library	County Councillor, WSCC, PCP
	Work with the Village Hall Trustees to make better use of the Village Hall	District Councillor, PCP, Village Hall Trustees
	Investigate the potential for a community shop	PBG, PCP
	Investigate options for better use of the Memorial Garden	HDC, PPC, LSWG
1E. Pulborough has no emergency plan	Parish Council to create, publish and maintain and Emergency Plan for the village	PPC
1F. Lack of civic pride and consideration for others <ul style="list-style-type: none"> <li>- Dog fouling</li> <li>- Anti-social behaviour</li> <li>- Litter</li> <li>- Noise from pubs</li> <li>- Messy fronts to shops/other properties (including bins)</li> </ul>	Promote civic pride and consideration for others	Establish a working group under the auspices of PPC/PCP
1G. Speed, volume and type of traffic deters and endangers pedestrians and	Review traffic flow, volume and speed throughout the village with a view to improving safety	WSCC, HDC, PPC, LSWG



What (The Issue)	How (The Action)	Who (The People)
cyclists <ul style="list-style-type: none"> <li>- Safety</li> <li>- Air quality</li> <li>- Noise levels</li> <li>- Makes walking/cycling unpleasant</li> <li>- More heavy vehicles than roads are designed for</li> </ul>	Conduct air quality tests	WSCC, HDC, PPC, LSWG
1H. No public toilets in Pulborough	Investigate alternative arrangements	HDC, Village Hall, PPC
1I. Local bus services are vital for younger and older residents and need protecting	Understand the demand and take appropriate actions with relevant authorities and service providers	WSCC, CMA
1J. Upline at railway station is inaccessible to those with mobility issues	Progress the issue with Network Rail, Southern Rail and the Arun Valley Rail Partnership	PCP (local volunteer TBI)
1K. Parking is an issue throughout Pulborough <ul style="list-style-type: none"> <li>- Parking is not sufficient to attract visitors</li> <li>- Deliveries and people pulling over to post letters in Lower Street cause problems</li> <li>- Insufficient parking at the railway station leads to dangerous parking along the A283 towards Stopham and commuters using retail parking (e.g.</li> </ul>	Review parking throughout the village with a view to improving provision	PCP (local volunteer TBI)

What (The Issue)	How (The Action)	Who (The People)
<p>Corn Store, Burgess &amp; Randall)</p> <ul style="list-style-type: none"> <li>- Parking at the medical centre is difficult and there is no obvious/safe drop-off point</li> <li>- Church Place becomes congested when there is a wedding or other well-attended service</li> </ul>		
<p>1L. Not easy to get about on foot</p> <ul style="list-style-type: none"> <li>- Some routes have limited/unusable footpaths (e.g. Sopers, Church Hill, A283 to Stopham)</li> <li>- Pavements/surfaces are uneven, are treacherous underfoot and lead to puddles</li> <li>- Pedestrian links between parts of the village remain poor, particularly the Railway Bridge on the A29</li> </ul>	<p>Review issues associated with getting about on foot to identify potential problems and solutions</p>	<p>PCP (local volunteer TBI)</p>
<p>1M. Not enough volunteers</p>	<p>Pulborough Community Partnership to work to recruit more volunteers from the local community and bring organisations together more effectively</p>	<p>PCP</p>

## 2. OPPORTUNITY FOR ALL

This theme deals primarily with economic growth, education and skills, and tourism and leisure.

What (The Issue)	How (The Action)	Who (The People)
2A. There is no effective traders' group / business group	Create a Pulborough Business Group	PCP/PBG
2B. Local economy needs continued support, particularly Lower Street	Continue the Partnership's Local Economy projects, including the Lower Street Regeneration work and introducing economic benchmarking	PCP/PBG
2C. Poor broadband provision	Research local broadband speeds and demand and ensure Pulborough is part of a West Sussex strategic plan for rural broadband	BBWG
2D. St Mary's swimming pool is underused	Review options with St Mary's	PPC, PPC, St Mary's School
2E. Limited access to leisure centres	Review options with Community Minibus Association and others to see if there is demand for new/better transport services to leisure centres	PPC, CMA
	Promote local opportunities for exercise and healthy activity (walks, cycle routes, classes, sports clubs etc.)	PCP, HDC
2F. Sports & Social Club is not widely known	Review with Sports & Social Club and Parish Council to see if there is a need to encourage awareness and use	PPC

What (The Issue)	How (The Action)	Who (The People)
2G. Business recycling is going to landfill	Review with HDC and WSCC	HDC, WSCC, PBG
2H. Younger people are excluded from village life and decision-making	Establish a Youth Council under the auspices of the Parish Council	PPC, PCP, HDC
2I. Make more of what Pulborough has to offer to visitors	Make more use of the river and riverside recreation and riverside walks	PCP
	Bring back the Pulborough Duck Race	Events Organising Group
	Open up disused railways for walkers and cyclists	PCP
	Promote Pulborough to walkers	PCP
	Review and improve signage	HDC, LSWG
	Create a Tourist Information Centre in the library	WSCC, PCP
	Complete the visitpulborough.com web site	PCP

### 3. BETTER HEALTH FOR ALL

This theme addresses issues of health and access to services.

What (The Issue)	How (The Action)	Who (The People)
3A. No NHS dentist or optician	Refer this issue to the Pulborough Medical Group	PCP, PPL, PMG
3B. No patient drop-off point or emergency bay at the medical centre	Take up this issue with Pulborough Medical Group and Tesco as a question of safety and not just convenience	PPC, PCP, WSCC, PMG, PPL
3C. Community minibus is underused	Promote the Community Minibus as an option for getting to and from healthy activities (swimming, pilates etc.) and healthcare services (GP, hospital etc.)	CMA, PCP
3D. Community transport for wheelchair users needs to be improved	Refer this issue to Community Minibus Association to see if additional steps need to be taken to provide for wheelchair users	CMA, PCP
3E. Not certain if a first responder network exists	Ensure Pulborough is covered by First Responders	PCP, Local Emergency Responders

#### 4. STAYING AND FEELING SAFE

This theme addresses issues of crime, disorder and safety.

What (The Issue)	How (The Action)	Who (The People)
4A. Not enough lighting to feel safe walking at night	Review lighting throughout the village	PPC
4B. Police are not visible in the community and many are concerned about anti-social behaviour and vandalism	Re-invigorate Neighbourhood Watch schemes and bring those coordinators into the Local Action Team (LAT)	LAT
	Add an LAT section to the Parish Newsletter	LAT
	Promote greater awareness of and participation in the LAT	LAT
4C. Young people report that not having anywhere safe and age-appropriate to go leads to bullying	Establish a Youth Council under the auspices of the Parish Council	HDC, PPC, Youth Club

## 5. YOUNGER PEOPLE

This theme addresses those issues specifically affecting children and young people in the village.

What (The Issue)	How (The Action)	Who (The People)
5A. Need more organised activities and clubs to help kids be social, active and healthy	Establish a Youth Council under the auspices of the Parish Council	HDC, PPC, Youth Club
5B. Nowhere to go: the Youth Club is not open often enough		
5C. No places to go as a family		
5D. Different age groups need different places to go so there is less bullying and they can feel safer	Organise more youth-specific events in the village	Events Organising Group, Youth Club
5E. There is no homework club		
5F. There are not enough community events like the Harvest Fair		

## **Next Steps / Carrying out the plan**

Once the Community Action Plan has been approved by the AGM and adopted by the Parish Council, the next step is for the Community Partnership to:

1. Identify the individual volunteers and organisational representatives that will take each action forward.
2. Identify and secure the necessary funding for each action or working group.

It is expected that the process of identifying people and funding will take several months, with a target of Spring 2012 for all projects to have the necessary resources and plans in place and be underway. Once projects or working groups are operating, lead members will report on progress at regular meetings of the Pulborough Community Partnership's Management Committee.



## Contact details and further information

### **Pulborough Community Partnership** ([www.pulborough.org](http://www.pulborough.org))

Keith Whiddon	Chair	<a href="mailto:keith.whiddon@pulborough.org">keith.whiddon@pulborough.org</a>
Alistair Smith	Secretary	<a href="mailto:alistair.smith@pulborough.org">alistair.smith@pulborough.org</a>
Andrew Cox	Treasurer	<a href="mailto:andrew.cox@pulborough.org">andrew.cox@pulborough.org</a>
Ray Qusted	Director and Chair of Parish Council	<a href="mailto:ray.quested@pulborough.org">ray.quested@pulborough.org</a>
Roger Paterson	Director and District Councillor	<a href="mailto:roger.paterson@pulborough.org">roger.paterson@pulborough.org</a>
Peter Jones	Director and Chair of Local Action Team	<a href="mailto:peter.jones@pulborough.org">peter.jones@pulborough.org</a>
Richard Keatley	Director	<a href="mailto:richard.keatley@pulborough.org">richard.keatley@pulborough.org</a>

You can also write to us at:

Pulborough Community Partnership  
c/o Pulborough Parish Council  
Swan Walk, Lower Street,  
Pulborough, RH20 2BF

### **Pulborough Parish Council** ([www.pulboroughparishcouncil.gov.uk](http://www.pulboroughparishcouncil.gov.uk))

Ray Qusted	Chair of the Parish Council	01798 874283
Paul Clarke	Chair of the Finance & Policy Committee	01798 875645
David Jolliffe	Chair of the Planning & Services Committee	01798 872016
Paul Parker	Chair of the Recreation & Open Spaces Committee	01798 873037
Liz Wallace	Pulborough Youth Club	01798 872734
Sarah Norman	Parish Clerk	01798 873532

You can also write to us at:

Pulborough Parish Council  
Swan Walk, Lower Street,  
Pulborough, RH20 2BF

If you're interested in helping us deliver this Community Action Plan,  
email us at [volunteers@pulborough.org](mailto:volunteers@pulborough.org) or call 0781 380 6979.

If you have any comments, email us at [comments@pulborough.org](mailto:comments@pulborough.org).

## Acknowledgements

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Thanks also to Horsham District Council and Action in Rural Sussex for their help, assistance and guidance throughout the Community Action Plan process.

## Glossary

PPC – Pulborough Parish Council

PCP – Pulborough Community Partnership

CAP – Community Action Plan

AiRS – Action In Rural Sussex

PBG – Pulborough Business Group

HDC – Horsham District Council

WSCC – West Sussex County Council

VDS – Village Design Statement

LSWG – Lower Street Working Group

PBG – Pulborough Business Group

CMA – Community Minibus Association

TBI – To Be Identified

BBWG – Broadband Working Group

PMG – Pulborough Medical Group

PPL – Pulborough Patient Link

LAT – Local Action Team