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|  | PULBOROUGH PARISH COUNCIL  *Working together for a better future* |

PULBOROUGH PARISH COUNCIL

Swan View, Lower Street

Pulborough

West Sussex RH20 2BF

Telephone: 01798 873532

Email: [hquenault@pulboroughparishcouncil.gov.uk](mailto:hquenault@pulboroughparishcouncil.gov.uk)

MINUTES OF A FULL COUNCIL MEETING OF PULBOROUGH PARISH COUNCIL

**HELD** **ON THURSDAY 18th APRIL 2024 AT THE VILLAGE HALL**

**PRESENT:** Cllrs: Ellis-Brown (Chair), Campbell, Clarke, Court, Curd, Esdaile, Hands, Hare, Hunt, Lee, Marcusson, Martin, Mote Riddle & Trembling

***The meeting opened at 7.30pm.***

1. **APOLOGIES FOR ABSENCE**

Apologies were received as follows:

Cllr Martin – Personal Commitment

Harry Quenault (Clerk) – Unwell

1. **DECLARATIONS OF INTEREST AND CHANGES TO REGISTER OF INTERESTS**

There were no declarations of interest made. There were no changes to the Register of Interests.

1. **MINUTE TAKER**

The Council **RESOLVED** for Cllr Hands to take the minutes in absence of the Clerk.

1. **MINUTES OF FULL COUNCIL**

The Council **RESOLVED** to **APPROVE** the Minutes of the Meeting of the Council from 21st of March 2024 as a true and accurate record of the proceedings and these were duly signed by the Chair.

1. **COMMITTEE MEETING MINUTES**

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

**PLANNING & SERVICES COMMITTEE**

Members received the Minutes of the Meetings held on 15th February 2024 & 7th March 2024.

**FINANCE & POLICY COMMITTEE**

Members received the Minutes of the Meeting held on 22nd February 2024.

1. **ADJOURNMENT FOR PUBLIC SPEAKING**

There were no members of the public who wished to speak. The Chair moved to the next agenda item.

1. **DISTRICT & COUNTY REPORTS**

**West Sussex County Council Report:**

The County Councillor was not present. The Clerk affirmed that any questions or queries about the report should be emailed to the County Councillor.

**Horsham District Council Report:**

Horsham District Council recently engaged in discussions concerning several municipal issues.

Policy discussions centered on parking arrangements for events such as fetes and Sussex Day celebrations. There's a proposal to provide free parking, although uncertainties persist regarding the policy's final outcomes and potential impacts.

Plans were also outlined to introduce two new refuse collection trucks to facilitate access to challenging locations, following an incident involving a toppled vehicle. Emphasis was placed on adhering to standards of policy, including considerations for animal welfare.

Moreover, a training session addressing water neutrality issues was conducted. The discussion explored diverse perspectives influenced by factors such as inspectors, Tree Preservation Orders (TPOs), and enforcement officers. Topics also included the enforcement of front garden clearance regulations.

Lastly, discussions revolved around commercial property leases and contracts. Efforts are being made to establish a framework to ensure optimal value for money. The aim is to assess whether the council is receiving equitable returns on its investments.

Members **NOTED** the District & County Reports.

1. **WARDEN REPORTS**

Concerns were raised regarding the time between administrative hours and patrol hours, with a suggestion to make hours worked available and on holiday more transparent.

There was also a focus on monitoring vehicle mileage to assess efficiency, particularly in the context of Horsham's transition towards net zero vehicles. Additionally, discussions touched upon the impact of the net zero target on future vehicle procurement decisions.

Encouragement was voiced for reporting anti-social behaviour (ASB) on our grounds to aid police efforts in building a comprehensive understanding of activity, although the area was noted not to be heavily affected by County Lines drug issues.

Incidents such as suspicious individuals removing dirt (around the bund) without identification raised concerns, prompting considerations for enhanced surveillance measures.

Instances of obstruction caused by parked vehicles near play areas were also noted, highlighting the need for enforcement actions to address such issues promptly.

Overall, the discussion underscored the importance of collaborative efforts to address community concerns and maintain the safety and integrity of public spaces.

Members **NOTED** the Warden’s Report for February.

1. **QUARTERLY SECTION 106 & CIL REPORTS**

Members **NOTED** the quarterly 106 and CIL update from Horsham District Council.

1. **MUGA UPDATE & QUOTE CHANGE**

The discussion focused on the received quotes for the Multi-Use Games Area (MUGA).

There was a preference expressed for one of the quotes.

Suggestions were made to explore additional quotes, considering both local companies and specialists for different aspects of the construction. Concerns were raised regarding the lack of consistency among the quotes, particularly in terms of inclusions such as boarding and markings. One quote was noted as competitively priced, but it was unclear whether certain features, like prep work for boards, were to be included.

Mention was made of the Football Association's sponsorship preference for a specific quote.

The outdated nature of one of the quotes was brought up for reconsideration.

Questions arose about sponsorship deadlines set by the Football Association. Clarifications were sought regarding the scope of work covered by the quotes.

It was mentioned to postpone the decision until June and explore alternative meeting arrangements. Additionally, there was a suggestion for an extraordinary meeting solely dedicated to discussing this issue.

The Council **RESOLVED** to defer this agenda item to the next available meeting with the Chair potentially looking to call an extraordinary meeting.

1. **ANNUAL PARISH MEETING AGENDA**

A statement was made regarding the reference to the last annual council meeting instead of the last annual parish meeting in the minutes. This would be reviewed by the Clerk. It was also discussed whether stakeholder contribution would be addressed in the meeting, given that it had already been informally discussed. Further action was delegated to address this concern.

The Council **RESOLVED** to accept the agenda as presented.

1. **EVENT & FUNDING CONSULTANT**

The council discussed the possibility of including fundraising position to cover event costs and the need to ensure legal compliance.

It was proposed to bring in a regular contractor to assist with events and fundraising. Still, concerns were raised regarding potential conflicts of interest, notice periods, contracts and the employment structure.

Suggestions were made to employ on an ad-hoc basis rather than a permanent job and to consider a selection process rather than a tender.

Further discussions emphasised the need for a more specific job description, considering whether a contractor arrangement would be more suitable.

Additionally, concerns were raised about minimum wage considerations.

The Council **RESOLVED** to pursue the decision to recruit for this position pending further details to be sorted out.

1. **TRANSPORT & INFRASTRUCTURE MEETING**

Cllr Clarke introduced the background of the meeting and what the working group were working on.

School Crossing and Speed Control:

Discussion centered on implementing a 20mph zone in the school crossing area. County officers were to assess the suitability of various options, with consideration given to the cost-effectiveness of a full crossing. It was proposed to explore alternatives, such as funding for a lollipop person. The relocation of a speed flashing camera owned by the PCP was also discussed, albeit with some logistical challenges.

Railway Crossing Footpath:

Plans for a footbridge across the railway crossing were discussed, with initial proposals for a stepped footbridge. However, the feasibility of a ramped footbridge was explored due to land requirements and cost implications. Network Rail's preferences and financial constraints were taken into account, with discussions on potential funding sources, including 106 money and contributions from developers.

A29 Road Safety Measures:

Various strategies to improve road safety along the A29 were considered, including gateway signs, road furniture adjustments, and speed limit revisions. Data on accidents was deemed essential for substantiating requests for changes, although challenges in obtaining and interpreting such data were acknowledged.

Pedestrian Paths and Lighting:

Proposals were made to extend lighting along pedestrian paths to enhance safety, particularly in areas like the Cinder Path. Further discussions revolved around widening paths for cyclists and pedestrians and improving lighting in areas such as East Gleeb Field.

Church Hill and Lower Street:

The need for wider footways on Church Hill to accommodate pedestrians and deter heavy traffic was highlighted. Proposals for a change to a single-lane system with a wider footway were discussed post-court case. The appropriateness of implementing a 20mph limit on Lower Street was debated, along with potential measures to address parking issues.

Future Infrastructure Projects:

Consideration was given to various footway and bridleway improvement projects, including links between Stane Street and Sinclair Drive and Brinsbury. Plans for new infrastructure provision, guided by 106 agreements, were also discussed.

The Council **NOTED** with great thanks to Cllr Clarke for this update and looked forward to facilitating progress on the outlined initiatives.

1. **REPRESENTATIVES ON OUTSIDE BODIES**

Fairtrade Event Hosting:

Fairtrade representatives announced the hosting of the Sussex Fairtrade County event on May 22nd at 7 pm. The event will feature two speakers and include raffles, with all members of the community invited to attend.

Village Hall Trustees Proposal:

The suggestion was made by Council members for the Village Hall Trustees to install electric vehicle (EV) charge points, coupled with solar panels on the roof. This proposal aims to promote sustainability and eco-friendliness within the community.

Community Memorial Garden Update:

Recognition was given to Len for his efforts in scarifying the land of the Community Memorial Garden, indicating progress in its development and maintenance.

Village Market Planning:

Lisette and Paul reported on their preparations for the upcoming village market. Their focus includes planning and transportation arrangements, ensuring that necessary information is readily available for inquiries from attendees.

1. **PAYMENTS**

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| Adsum Sport & Play Limited | 960.00 |
| Horsham District Council | 71,244.19 |

***The meeting closed at 8.53pm.***

……………………………………..Chair

………………………………………Date