



ATTENTION: THE PUBLIC HAVE A RIGHT TO ATTEND THIS MEETING AND THEREFORE
A PUBLIC SPEAKING ITEM HAS BEEN INCLUDED ON THE AGENDA

**ANY RESIDENT WISHING TO SPEAK ON ANY ITEM SET OUT ON THIS AGENDA MUST
INFORM THE PARISH CLERK NO LATER THAN 12 NOON THE DAY PRIOR TO THE
MEETING.**

You are hereby SUMMONED to a FULL COUNCIL Meeting of Pulborough Parish Council which
will be held **in the Rother Hall, at the Village Hall on Thursday, 21st March 2024 at 7.30pm.**

Harry Quenault

Dated: 14th February 2024

Clerk & RFO

Swan View, Lower Street, Pulborough, RH20 2BF

Tel: 01798 873532 hquenault@pulboroughparishcouncil.gov.uk

AGENDA

- 1. Apologies for Absence**
To approve apologies for absence.
- 2. Declarations of Interest and Changes to Register of Interests**
To receive Councillors' declarations of interest on any of the agenda items.
- 3. Minutes of Full Council**
To approve the Minutes of the Meeting of the Council for the 18th of January 2024 and 15th of February 2024.
- 4. Committee Meeting Minutes**
To receive and approve the Minutes: -
 - 4.1 Planning & Services Committee**
To accept the Minutes of the Meeting held on 1st February 2024.
 - 4.2 Recreation & Open Spaces Committee**
To accept the Minutes of the Meeting held on 8th February 2024.
 - 4.3 Finance & Policy Committee**
To accept the Minutes of the Meeting held on 16th November 2023.
- 5. Adjournment for public speaking: -**
The Chair will invite those residents who have given formal notice to speak once only in respect of:
 - a) business itemised on the agenda and residents shall not speak for more than **5 minutes** or **10 minutes** if he/she is speaking on behalf of others such as a residents' group.
 - b) if time permits, any other business not itemised on the agenda for which no discussion/decision is permitted, and residents shall not speak for more than **2 minutes**.

- 6. District & County Reports**
To receive & note the reports from the District and County Councillors. (Appendix A)
- 7. Warden Reports**
To note the Warden Reports for January 2024. (Appendix B)
- 8. Community Garden – Allotment Working Group**
To approve a term of reference for the Community Garden Working Group (as decided by Recreation & Open Spaces Committee) and to further decide on who will be on this committee. (Appendix C)
- 9. Request For Expenditure – Cllr Lee**
To consider the following two proposals that Cllr Lee wishes Full Council to discuss:
 1. The offer of a grant of £500 - £1000 to the Community Allotment project. The rationale explained as that the intention of this group is to get younger people to participate – direct funding would allow it to grow quickly without the burden of finding funds alongside the practical work that needs to be carried out.
 2. We offer to fund the erection of a chain link compound on the recreation ground to store some football nets, etc for the Football Club (this will benefit the Youth Teams). Cllr Lee has spoken to the Club, and they have offered to provide the labour needed to erect the compound which would adjoin the new Cricket Nets. The rationale is to show that we are committed to all sports clubs equally and encouraging the full use of the rec.
- 10. PCP – Consultation on Potential 106 Spend**
To consider a request from the PCP (Pulborough Community Partnership) for a recommendation from the Parish Council for 106 spending on the insulation of the storage containers (owned by the PCP).
- 11. Contract Change – Clerk & Deputy**
To consider a recommendation from the Clerk, the Deputy Clerk and Citizen's Advice to change the working hours on a committee night from 9:00am to 9:30pm (TOIL claimed back) to 1:30pm to 9:30pm (TOIL not claimed back). The Clerk will verbally brief the committee on this recommendation.
- 12. Representatives on Outside Bodies**
To receive and note brief reports from Members representing the Council on other organisations and groups.
- 13. Payments**
To approve the payments list for signing.

WSCC

- I attended RAAC on Monday 11th March. Meeting agendas and minutes can be found at [Browse meetings - Regulation, Audit and Accounts Committee \(moderngov.co.uk\)](https://www.moderngov.co.uk).
- I attended CHESC on Monday 4th March.
 - Meeting agendas and minutes, including live recordings and my contribution to the meeting, can be found at [Browse meetings - Communities, Highways and Environment Scrutiny Committee \(moderngov.co.uk\)](https://www.moderngov.co.uk).
 - One agenda item was “Major Incidents Affecting the Highways” at which we were invited to scrutinise “...how the authority responds to major incidents related to highways (such as the Midhurst fire and the A29 at Pulborough) and consider any lessons learned which could be applied in the face of any such future incidents.” We reviewed a report prepared by Officers (public reports pack page 57 – 88). A number of points and recommendations were made by me and other Councillors.
- I attended Full Council on Friday 16th February at which we debated and approved the budget.
 - The public reports pack with details of the budget can be found here ([Public Pack](https://www.moderngov.co.uk))[Agenda Document for County Council, 16/02/2024 10:30 \(moderngov.co.uk\)](https://www.moderngov.co.uk).
 - Meeting agendas and minutes, including live recordings and my contribution to the meeting, can be found here [Agenda for County Council on Friday, 16 February 2024, 10.30 am \(moderngov.co.uk\)](https://www.moderngov.co.uk)
- I shall attend the Annual Meeting of Friday 22nd March. The meeting agenda (when published) can be found here [Committee details - County Council \(moderngov.co.uk\)](https://www.moderngov.co.uk).

The WSCC Forward Plan of key decisions can be found [here](#). Key decisions are those which involve spending or savings of £500,000 or more, or which will have a significant effect on communities in two or more electoral divisions. They are taken by the County Council, Cabinet, Cabinet Members and officers. Published decisions can be accessed on WSCC's [Decisions](#) page. Sign up [here](#) to receive the Forward Plan email.

Division wide

- New
 - Our MP, Andrew Griffith will be attending a public meeting in West Chiltington village hall on Saturday 16th March at 10.30am.
- Ongoing:
 - A29 Church Hill:
 - I continue to have monthly meetings with WSCC Highways Officers to receive an update, most recently on Friday 8th March.
 - As part of ongoing efforts to move forward the legal process to gain access to the embankments necessary in order to carry out the required work, WSCC commissioned a geotechnical survey and report by Coffey International. This corroborates the advice received from WSP, WSCC's geotechnical consultants regarding the recommended approach and work required to stabilise the banks
 - WSCC geotechnical engineers WSP inspected the site last week and report it is stable.
 - Following inspection, Coffey Intl advised that there is low confidence in the stability of trees on the embankment (leaning at increasing severe angles) and they should be removed for safety reasons. WSCC requires legal permission to do this, in the absence of voluntary permission from the landowners. The due date for a response from the landowners to the S154

**Appendix A - Pulborough division WSCC County Councillor's update to Parish Councils
March 2024 v1**

notice that have been issued to them in order to do this falls due soon. They may appeal which will extend the process. WSCC took an action to confirm dates and progress with me which I will share via the Clerks when I receive it.

- The legal process to gain access to the embankments to carry out the necessary works so that full use of the highway may be restored continues. I am pursuing an update on this which I will share via the Clerks when I receive it.
- I have specifically asked for clarification on what possible restrictions might be placed on traffic passing through Pulborough along the A29 and how these might be progressed. In any event, to agree a definitive statement on this issue for Pulborough and Coldwaltham PCs and residents. WSCC took an action to update CK on a possible timeline for a response w/c 11/3/24.
- West Chiltington Road
 - Regular updates are available from me via the Clerk, on the West Chiltington Parish Council website [West Chiltington Parish Council \(wcpc.org.uk\)](http://WestChiltingtonParishCouncil(wcpc.org.uk)), on my Facebook site www.facebook.com/ckenyonpulborough and other local social media.
 - I visit the site regularly and have spoken to contractors directly to understand the specific challenges at this location.
 - I have spoken to both landowners adjacent to the site and to others most directly affected by the closure e.g. bus users and Dyke farm shop which has seen a drop in income. Unfortunately, WSCC has no leverage with Stagecoach nor budget to offer alternative services or a shuttle. I have asked. The West Sussex Minibus Service runs regular shopping and social trips from West Chiltington and offers a door-to-door service 0300 772 7735.
 - Soon after closure of the road, I requested that running repairs be made to Stream Lane, pending restoration once WCR is open again. It is clear that Stream Lane is taking a pounding but WSCC cannot stop drivers from using the road as a local diversion. I have spoken to local residents who live there.
 - Last week I have received the following update from WSCC Highways:
 - “Following consistent rainfall over the last week, progress at the West Chiltington Road site has been limited. The amount of work remaining will take approximately 1 week to deliver but we require the water levels at the site to be lower than they currently are.
 - The 1 week time scale is not only is reliant on water levels but having 1 week of no interruptions, whether that is the weather or unforeseen issues such as the exposing of any more utility apparatus. We are monitoring the water level at the site on a daily basis and as soon as we have an opportunity will commence with the work.
 - We have explored options to reopen the road, using the metal road plate method mentioned by some in the community. Unfortunately for this to even be considered the exposed excavations on the site will need additional structural support, in some cases possible backfilling/reinforcing where some of the road construction has been washed out from the volume of water and for this reason it is not considered safe or practical.”
 - We share the community's frustration that we are being hampered in delivering the engineering solution and reopening the road. We would like to reassure all those affected that this is a key priority for us and we will do everything we can to resolve this as soon as is practically possible. The team will continue to undertake weekly checks on roads that are being used as cut throughs to ensure that any safety issues are picked up.”

Appendix A - Pulborough division WSCC County Councillor's update to Parish Councils March 2024 v1

- I continue to have discussion with WSCC Highways about the viability of a temporary solution, if the wet weather continues and work remains impossible.
- I have shared rainfall data with Clerks.
- A formal complaint has been received by WSCC from a resident frustrated by the road closure. Unfortunately, such action won't stop the rain, clear the site of chest deep torrents of water or get the road open any faster. It drains the time and attention of those we need to be focussed on fixing the many problems on our highways caused by the extraordinary rainfall we have experienced this winter, coupled with the ever increasing pressure on the network.

Case work & local engagement

Coldwaltham

- Ongoing:
 - On 11 August 2023 I requested that the entire length of the footpath running from Coldwaltham to Pulborough along the A29 be inspected and cleared. Update from 19/2/24: James Strachan has walked and driven the footway. There is a small section near the Labouring Man that is very narrow. The target width is 1m. The Cyclical Maintenance Team has been asked to "side and clear" the footway to maximise the available width. It is 'on the list' and it will be done but I don't yet have a date. I'm chasing an update on this.
 - I have repeated the PC's request for a review about the volume and type of traffic using the A29 through the parish. Please see my update on this, above. In the meantime, the PC may wish to liaise with neighbouring PCs that have successfully pursued/are pursuing TROs and CHSs for traffic calming (Storrington A283, West Chiltington B2133, Thakeham B2139).

Pulborough

- New:
 - a. Adam Bazley, Area Highways Manager has responded by email to a number of outstanding queries from the Pulborough Transport and Infrastructure Working Group (PTIWG), held 5/3/24 by email to Cllr Paul Clarke, me and the Pulborough PC Clerk, including the enquiry re. school streets and crossing patrols.
 - I have clarified what was implied by "Mechanisms to control traffic of Church Hill" i.e. a response to residents' persistent requests for guidance regarding what, if any, restrictions may be placed on the type of traffic permitted to use the A29 at Pulborough and, if so, how.
- Ongoing:
 - 13/2/24 Mr D Higgins, Broomers Hill Lane has reported localised flooding, reported to WSCC Highways. Update 15/2/24 "...works to Jet and Clean are provisionally booked for the 15/03/2024...Once the jetting has taken place, we will be advised by the contractor if there are any concerns with the structural integrity of the culvert that require further investigation. The drainage team has confirmed that if the reports are received that there is an issue we will undertake a CCTV survey to establish the severity, extent and location of the issue, with a view of developing a solution". Enquiry ref. 3802863. I need to follow this up.
 - Flooding under Pulborough rail bridge. This is a Network Rail issue. They are renewing the drainage from Highways gullies out to the river. Also, a new sluice valve will be put in to be adjusted for tidal flows. The work is scheduled for 1st week of April. Cllr Paul Clarke has been pursuing this and is keeping us posted.
- Confirm closed:

Appendix A - Pulborough division WSCC County Councillor's update to Parish Councils March 2024 v1

- A resident emailed me about a bus stop on the northbound carriageway of the A29 near Cray Lane obstructed by overgrown vegetation. I first submitted a report to WSCC Highways in July and have yet to have it confirmed that this action is closed. I still need confirmation that this item can be closed.
- Martin Bethell complained about poor quality repairs and flooding at Lower Style Barn, Gay Street. 5/12/23, James Strachan, Assistant Area Highway Manager responded to Mr Bethell. I still need confirmation that this item can be closed.

Thakeham

- Ongoing:
 - Proposed development at the old Monaghan's mushrooms site. WSCC Highways has lodged an objection to the proposed development which I have shared with the Clerk and PC Chairman.
 - B2139 Route Review. PC to consider a new CHS/TRO.

West Chiltington

- New:
 - Broadford Bridge bore hole.
 - The application to extend the licence "by 24 months to enable the completion of phase 4 site retention and restoration" comes before Planning & Rights of Way committee on 19th March.
 - I shall attend and speak on this issue on behalf of the Parish. I have repeated my objection to repeated extensions of the licence. The public report pack can be found here ([Public Pack](#))[Agenda Document for Planning and Rights of Way Committee, 19/03/2024 10:30 \(moderngov.co.uk\)](#) (pages 21- 64).
 - I submitted a response which is summarised in the pack paragraph 7.25 as follows: "WSCC Councillor Charlotte Kenyon: In principle, is not in favour of repeated extensions in time for the site. Questions whether the activities are temporary and raises concerns about continued extensions on speculative and uncertain grounds, contrary to the wishes of the local community who wish to see the site restored. It also undermines confidence in the planning system."
 - I received a call from Mrs J Brooks on 5th February regarding the noisy removal of road signs in the middle of the night by a rental van. This was not done by WSCC contractors. We presume theft (it happens apparently).
- Ongoing:
 - Updated 10/2/24. S106/CIL speed gun application. I chased this up with Mr Sam Mason, WSCC who has also been in touch with the Clerk.
 - 18th Jan. Clerk "to arrange a meeting...to discuss how The Parish Council might be able to help in addressing the widespread flooding and road serviceability problems across the village" and consideration of using Operation Watershed funding to address known flooding issues.
 - Mr D Carpenter has asked for my support re. flooding at Broadford Bridge Road. I have requested a site visit and am following up. Update 19/2/24: James Strachan took and action to chase up Kevin Macnay on previous correspondence and get back to me. I need to chase this.
 - Damage to the school hall floor. I understand work will be carried out on this over the summer holidays.
- To close:
 - 25th Sept. email from Martin Karaszy-Kulin re. "very clanky manhole covers" on "the common road" (I assume this refers to Common Hill). I talked to the Cabinet Member about this. No further action.

**Appendix A - Pulborough division WSCC County Councillor's update to Parish Councils
March 2024 v1**

- Mr Martyn Alberry (job ref. 70208320) emailed me on 9th July regarding overhanging vegetation at Nyetimber Lane which I reported. This job has now been done and can be closed!

[News | Andrew Griffith](#)

Glossary

CHESC Communities, Highways and Environment Scrutiny Committee

PROW Public Right of Way

RAAC Regulation Audit and Accounts Committee

Warden Monthly Report

January 2024 – Pulborough Parish

| | | | |
|---|-------------|--|-----------|
| Patrol hours TOTAL: | 76.5 | ASB (Anti-Social Behaviour) incidents reported to us TOTAL: | 2 |
| Foot (high visibility) | 55 | Noise | 0 |
| Vehicle | 21.5 | Neighbours | 2 |
| Notices/warnings TOTAL: | 0 | Driving/vehicles | 0 |
| Verbal warning | 0 | Bicycles | 0 |
| Parking alert | 0 | Alcohol | 0 |
| Yellow card warning (ASB) | 0 | | |
| Community Protection Warning/Notice | 0 | | |
| Fixed Penalty Notice | 0 | Clear up/disposal reports TOTAL: | 6 |
| Reports into Police TOTAL: | 5 | Fly tipping / flyposting | 2 |
| Phone (including 101 and 999) | 0 | Graffiti | 0 |
| Online | 0 | Dog fouling | 0 |
| Intelligence report | 0 | Litter | 0 |
| Verbal | 5 | Drug litter | 0 |
| E-CINS cases (multi-agency reporting) | 0 | Hazards | 4 |
| Media Reports TOTAL: | 9 | | |
| Press release/Community magazines | 0 | | |
| Social media posts | 9 | Community events attended | 12 |
| Admin hours | 22 | School contact | 6 |
| Vulnerable people welfare checks | 8 | Youth engagement | 11 |
| Signposting | 18 | Reports to DVLA | 0 |
| Safeguarding referral | 0 | Reports to Operation Crackdown | 0 |

KEY:

ASB: Anti-social behaviour

E-CINS: Online portal for confidential multi-agency sharing of caseloads.

HDC: Horsham District Council

Operation Crackdown: A joint initiative with Sussex Safer Roads Partnership and Sussex Police to report abandoned vehicles or anti-social driving.

PCSO: Police Community Support Officer

PSPO: Public Spaces Protection Order – Intended to deal with a particular nuisance or problem in a particular area that is detrimental to the local community's quality of life.

PPC: Pulborough Parish Council

WSCC: West Sussex County Council

WSFR: West Sussex Fire and Rescue

CSAS: Community Safety Accreditation Scheme

ASB

We received one report of an issue with a neighbour in a private property. Advice was given.

We received reports about noise nuisance from residents in a block of flats. This is an ongoing issue for the complainant. We have given advice and have been liaising with other agencies and support workers to deal with the issues raised.

Parking/Vehicles/Road

Road

Whilst on our patrols in Nutbourne we have spent time in Stream Lane after being contacted by Brian White from the Nutbourne Residents Association with concerns about damage being caused to the edge of the road due to the increase of traffic in the area whilst West Chilton Lane is closed.



Vehicles

We are frequently asked about what can be done about vehicles being driven with no road tax or valid MOT, these can be reported by members of the public using the links below:

<https://www.gov.uk/report-no-mot>

<https://www.gov.uk/report-untaxed-vehicle>

For anti-social driving and abandoned vehicles, please report to Operation Crackdown at:

<http://www.operationcrackdown.org/>

Fly Tipping/Littering/Graffiti

We were pleased to see that previously reported, obscene graffiti in Cousins Way has been removed, making this residential area a better place for all. Thank you to our cleansing team.



Fly tipping in Nutbourne Road



Fly tipping in Pickhurst Lane

Sadly, we have found two lots of fly tipped rubbish this month, which we have reported to our cleansing team for removal.

If you witness fly tipping in action, please call Sussex Police and if possible, provide them with the registration of the offending vehicle and subsequently any relevant dash cam footage you may have.

You can also report it direct to HDC at: <https://www.horsham.gov.uk/waste-recycling-and-bins/litter-and-street-cleaning/fly-tipping>

Stray shopping trolleys can be reported on the Trolleywise app on your phone.

You can report incidents of graffiti direct to Horsham District Council via their website: <https://www.horsham.gov.uk/waste-recycling-and-bins/litter-and-street-cleaning>

Community Engagement/Events/Meetings

Pulborough Pop-In

We continue to support this great initiative at the library, run by the 'Pulborough & District Community Care Association' (PDCCA) where people can come and find out about their community and what it has to offer, eat great cake and make new friends. The Pop-In is held every Wednesday morning during term time between 9am and 11am.

More information about all the good that the PDCCA do can be found here <https://www.pdcca.org.uk/>

Pulborough Village Market

We attended the Pulborough Village Market on Saturday 27th January and spoke to people about a variety of topics in the village. One interesting conversation with a resident who has a brain injury has resulted in us making enquiries with the brain injury charity Headway about access to local services. There are 3 local residents that we are now in contact with who would benefit from support in the rural villages, due to brain injury.

Further information and future dates about the market can be found on their Facebook page:

<https://www.facebook.com/pulboroughvillagemarket>

Monday Hub

We continue to visit The Hub at Pulborough Library on Monday mornings, when our shifts allow. It is great to see the group so strong in numbers, often with more than 20 visitors. We are always grateful for the warm welcome we receive and often those attending have questions for us and we are able to signpost them to the relevant services for their enquiry.

Quarterly Pulborough Community Volunteers Forum

On Tuesday 9th January we attended the Pulborough Community Volunteers Forum held at the United Reformed Church. We gave an update on the Pulborough Pantry and our plans for our "Journey" coffee morning, starting in late February. The forum is a great way for us to find out about the work of the Churches and hear updates from the Pulborough District Community Care Association (PDCCA), as well as Social Prescriber Freddie Jones from Pulborough Medical Group. This meeting was also attended by Roger Jamieson from the Rotary Club of Storrington and Pulborough District.

Patrols (foot/visible and car)

January has seen us focus our foot patrols around the area of Newey Nurseries as we have had reports of some suspicious behaviour in the area and there have been some thefts from the nursery site. We have also been liaising with PCSO Bowley about this.

Once again, we have focused our vehicle patrols on the fly tipping hotspots on the more rural roads of the parish as well as those affected by the various road closures and subsequent issues with signage.

Older, Vulnerable People and Youth

Vulnerable People

January has been a difficult month for some of our more vulnerable residents. We have helped some people obtain voucher codes for the Horsham Matters Food Bank that visits the village on a Thursday morning.

We have supported an elderly resident who was worried about a new boiler installation at their house and spent time liaising with their next of kin who live in another county. We made contact with another older resident after we hadn't seen them around, to find that they were unwell in hospital. We have kept in contact with them now that they have returned home.

Youth

Our Youth Boxing Programme in conjunction with WBC Cares UK, which started in September 2022 has sadly seen numbers decline and the decision was made to end the programme in Pulborough on Wednesday 31st January. The earlier session at The Weald School which is run from 3.30pm - 4.30pm is however working well. This is most likely due to the young people going there straight after school without the need to go home first. Those that were attending the Pulborough session will now attend The Weald School session.

A new after school cooking club has started at St Mary's Primary this half term and on Friday afternoons. The sessions are being run by two volunteers Elizabeth Hunt and Jemima Whitehead. We visited the first two sessions, and it was great to see the children enjoying learning about cooking and there was lots of laughter in the room. Sadly, we didn't get to see the finished banana muffins during week one, but the pizzas made during week two smelt and looked delicious.

During a discussion between Ross and Andi at Chanctonbury Leisure Centre, the idea of mobile skate ramps and skateboarding lessons was discussed and after further discussions with Parish Clerk Harry we are really pleased that South Coast Skate Club are holding a skateboarding event in the Rother Hall at the Village Hall on Monday 12th February, during the half-term holidays.

Dog Related Issues

Any attacks by dogs need to be reported immediately to Sussex Police. Their advice is that if there is an immediate threat to human or animal life to call 999. Otherwise report to the police on 101 or via the Sussex Police website reporting form. <https://www.sussex.police.uk/ro/report/ocr/af/how-to-report-a-crime/>

Dog fouling can be reported via the HDC website:

<https://www.horsham.gov.uk/waste-recycling-and-bins/litter-and-street-cleaning/dog-fouling>

Dogs Roaming Free

If you find a dog roaming free and not being supervised, you may wish to consider reporting it to Horsham District Council's approved contractor on 07512 089777 and they will come and collect. ***This is a 24/7 service, but the dog does need to be contained for them to collect.***

Parish specific/other

Pulborough Pantry (Community Fridge)

After a great deal of hard work by a variety of volunteers throughout December and over the festive period the space at the parish meeting room was transformed into a useable community fridge space and an opening date of Tuesday 9th January was decided for the "Pulborough Pantry". Many people find times extremely tough financially after Christmas and with the impact of the cost-of-living crisis impacting so many, this was a sensible decision made by Kevin and Maria Lee.



Before



After

Due to an unexpected donation of green beans, tomatoes and other fresh items on Thursday 4th January from UK Harvest a 1-hour pop-up opening was held at the Pantry. This was advertised locally on social media and worked out well as a trial run before the grand opening the following week.

On Monday 8th January a group of the Pantry Admin team met, and a committee was formed.

The opening on Tuesday 9th January was a huge success, with 100 people crossing the threshold in the three hours of 'business' and 165.5 kg of food was saved from landfill. It was so positive to see so many people visiting and supporting the project. It has also been amazing to see so many people wanting to volunteer to help with the project. The number of visitors has grown each week and the amount of food saved from landfill is brilliant.

Whilst we want to thank all those that have volunteered their time, our special thanks go to Kevin, Maria and Jessica Lee for their support and determination to get the Pulborough Pantry up and running and in such a short amount of time. What started as a chat with Kevin about our work in the community and project ideas that we would like to see

happen (the pantry being one of the main ones!), to cups of tea and discussions at their home, visits to the supermarkets and trips to Howdens and Lakers, to all three of them giving up their Christmas period to paint and clean, we are immensely grateful.

“The Pulborough Pantry – a project by the community, for the community.”





Children from the Little Explorers Pre-School visiting the pantry on Tuesday 23rd January, collecting fruit for their snack time.

Pulborough Shedders

Having not had the opportunity to visit for some time, we called into the Pulborough Shedders on Wednesday 31st January. It was great to see a real mix of people there and to hear the buzz in the room. One young person who is

currently being home educated was there using the equipment to make a pen holder. Other members were working hard making bird boxes and several founding members were trying to straighten up the chassis of a children's go-kart!



Visit to "Journey" support group for parents and carers of children with Autism and Special Educational Needs (SEN)

On Tuesday 23rd January we visited our colleagues Chris Poore and John Sampson at The Village Hub in Storrington where they hold their monthly support group for parents and carers of children with Autism and SEN. The purpose of our visit was to find out how the group is running and to get feedback from those that attend. We were joined by Pulborough mum Theresa, who is going to help us set up a Journey group in Pulborough.

On Tuesday 30th January we met with Darren Greenfield at the Pulborough Sports & Social Club. Darren has kindly donated the use of the club for the Pulborough Journey Group to meet once a month and we are pleased to update that the first meeting will be at 10am on Wednesday 28th February.



Journey
A group for Parents and Carers
of Autistic and SEN Children

Wednesday 28 February
Wednesday 27 March
Wednesday 24 April
Wednesday 22 May
Wednesday 19 June

10am to 11am

Pulborough Sports & Social Club,
22 Rectory Close, Pulborough, RH20 2AJ

Come along and join us,
have a chat and a cuppa
with other parents on a
similar journey to you.

No need to book, no
pressure, just turn up.
Tea and coffee provided
free of charge.

For more information please contact your Neighbourhood Wardens:
Louisa Hull: 07584 337475 | **Ross Phillips:** 07584 337476
Email: pulborough.wardens@horsham.gov.uk



Refurbishment of Carpenters Meadow Play Area

After a discussion earlier in 2023 with District Councillor Paul Clarke about the poor state of the Carpenters Meadow play area, owned by Horsham District Council it was established that the play area was on the list for the next rural playground refurbishments programme. After a subsequent meeting with Paul Anderson and Anna Chapman, Parks and Countryside Development Manager, it was agreed that consultation with local residents was a must. We are now working with the Parks and Countryside team to gather opinions on what people would like to see at the play area by way of a questionnaire. We have hand delivered copies of the questionnaire to all properties in Carpenters Meadow, Barnhouse Close and Skeyne Drive. We have also promoted it on the Horsham Wardens Facebook and Twitter accounts and on our Pulborough Wardens Instagram account.

The questionnaire can be read and completed at the link below:

<https://www.horsham.gov.uk/carpenters-meadow>

<https://www.instagram.com/pulborough.wardens/>

<https://www.facebook.com/HDWardens>

<https://twitter.com/HorshamWardens>

Terms of Reference Community Garden – Allotment Working Group

Background:

This community garden initiative represents more than just gardening; it serves as a platform for bringing our community together. Managing a plot offers opportunities for social interaction, education, and environmental stewardship. Whether it's cultivating vegetables, fruits, herbs, or flowers, the garden aligns with our collective ambitions and aspirations, providing a space where diverse interests and goals converge.

Purpose:

The Community Garden Allotment Working Group is to be established to foster community cohesion through the stewardship of this project. This dedicated team will serve as the driving force behind the management and development of our garden, orchestrating actions to the diverse needs of this project.

Entrusted with the responsibility of coordinating the operations, the Working Group will play a pivotal role in ensuring the efficient utilisation of resources and the maintenance of our allotment. Additionally, the group will provide essential guidance and support to volunteers.

Furthermore, the Working Group will actively seek funding opportunities and allocate resources to sustain and enhance the Council led initiative. Through strategic financial planning and collaboration with relevant stakeholders, the group aims to secure the necessary resources to expand and enrich our community garden spaces.

Collaboration with relevant stakeholders, such as local authorities and community organisations, will be integral to the success of the Working Group. By leveraging expertise and resources from various sources, the group will maximise the impact of our community garden and foster greater community engagement.

Membership:

The Working Group welcomes diverse representation from within our community, including active gardeners (who may be limited physically), residents with a passion for green spaces and volunteering, children from lower income backgrounds and individuals with relevant expertise in gardening. While the group should include outside representation, at least one member must be a sitting Councillor at any given time to ensure alignment with broader community goals.

Additionally, the Working Group may invite other stakeholders to attend meetings as necessary for guidance and collaboration, subject to agreement by a simple majority of the group.

Working Arrangements:

Regular communication and collaboration will be central to the Working Group's effectiveness. Meetings will be held on a scheduled basis to discuss community garden operations, upcoming projects, and any pertinent issues or challenges. It is expected that any Parish Councillors wishing to attend meetings provide proper notice to ensure adequate

preparation and participation. Updates should also be given to Rec & Open Spaces Committee at least quarterly by the Councillor sitting on the working group.

Finance Arrangements:

The Community Garden Allotment Working Group, will operate with the allotment budget, ensuring that this community garden initiatives do not have a significant impact on the precept. Funds generated through donations, grants and other sources will be ringfenced, allowing for transparent accounting practices and clear demonstration of financial stewardship.

Inter-account transfers may be made if decided by another working group and should be explained at Finance & Policy for ratification.