



## PULBOROUGH PARISH COUNCIL

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### **MINUTES OF AN ORDINARY MEETING** **OF PULBOROUGH PARISH 19<sup>th</sup> FEBRUARY 2015** **AT PULBOROUGH VILLAGE HALL**

**PRESENT:** Cllrs Qusted (Chairman), Clarke, Ellis, Esdaile, Gill, Henly, Kipp, Lawson, Mills, Mortimer, Tilbrook, E Wallace, J Wallace, & Wilson.

**IN ATTENDANCE:** District Councillors Brian Donnelly and 5 Members of the Public, and Lisa Underwood (Assistant Clerk).

*The meeting opened at 7.30pm*

**128. APOLOGIES FOR ABSENCE**

There were no apologies for absence

**129. DECLARATIONS OF INTEREST**

There were no Declarations of Interest

**130. MINUTES**

**130.1 Full Council**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held 22<sup>nd</sup> January 2015 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

**Clerk's Report**

Item 117 – Flightpaths

As instructed the Clerk has written to Gatwick Airport and the CAA together with the SDNPA with acknowledgments received from both the CAA and Gatwick Airport.

Cllrs Qusted and Kipp were due to attend the meeting with Gatwick Airport on 11<sup>th</sup> February. Unfortunately, Cllr Qusted was unable to attend so Cllr Kipp attended on her own.

**130.2 Planning & Services Committee**

Members received the Minutes of the Meetings held 22<sup>nd</sup> January and 5<sup>th</sup> February 2015.

**Clerk's Report**

Item 143 - Adopt a Street.

Karen Grisley will now be attending the March Planning & Services Committee meeting.

Item 145 - Parking at St Mary's School

Cllr Tilbrook is to meet with Mrs Heath on 4<sup>th</sup> March.

Item 146 - Hanging Baskets  
A quotation is awaited from The Flower Shop in Lower Street.

### **130.3 Finance & Policy Committee**

Members received the Minutes of the Meetings held 29<sup>th</sup> January 2015. *Cllr. Quedsted noted that the date on the unconfirmed minutes should read 29th January 2015, and not 22nd January 2015.*

#### **Clerk's Report**

Nothing to Report.

Members were advised that there would be no meeting of the F&P Committee in February. The next meeting will be held on **Wednesday 25<sup>th</sup> March**.

### **130.4 Recreation & Open Spaces Committee**

Members received the Minutes of the Meeting held 15<sup>th</sup> January 2015

#### **Clerk's Report**

Item 90 – Minutes

The Assistant Clerk advised that appendix 1, the report by South Downs National Park Authority, attached to the unconfirmed minutes was incorrect on page 5. The site description should read that Nutbourne Common is registered common. The website version and the minutes to be signed have been adjusted accordingly.

The Assistant Clerk advised that item no. 92, Nutbourne Common Recreation Ground (NCRG), needs clarification with regards to the comments Cllr. Quedsted made about damaged tree branches. Storm damaged branches can stay in situ, if safe, for some time, and those damaged branches attract invertebrates, which in turn attracts birds. It also needs to be confirmed that when deciding which tree branches should or shouldn't be cut down, due to storm damage, professional advice will always be sought.

Item 90 - Clerk's Report - Cousin's Way Trim Trail

The Assistant Clerk advised that PCSO Dunning will not be attending the public meeting, to be held on Tuesday 17th March, as she left Sussex Police on 11th February 2015. Sgt Mundy will still be in attendance. *Members requested that either the Clerk or the Assistant Clerk meet with Sgt. Mundy on site, and ask her to write a report ahead of the public meeting, just in case she is unable to attend at the last minute. It was also suggested that Dan Jenkins be invited to the site meeting as well. Cllr. Gill requested posters, advertising the meeting, for the school.*

Item 92 - Nutbourne Common Recreation Ground (NCRG)

The Assistant Clerk confirmed that the Wealden Heaths Area Manager can attend the Annual Parish Meeting on 14th May 2015.

Item 93 - Pocket Park

Three Contractors have been met on site and are providing quotations. Two have been received and the other one has been chased. There is a deadline date of 31st March 2015 to apply for funds under 'Operation Watershed', but the Assistant Clerk will ensure this deadline is met well within time. Harwoods have confirmed that their side has now been cleared.

Phil Williams has advised that the rare plants he mentioned were in the Harwoods' area, north of the stream, and will probably have survived Harwood's clearing activities, and shouldn't be affected by work on the watercourses there.

Item 95 - Tree Removal by WSCC from Rectory Close/Link Lane

HDC have confirmed that they will replace the tree within 8 weeks, and will liaise with the Groundsman regarding its location.

Item 97 - Matters Raised by Councillors for Inclusion on Next Agenda

Flooding behind Carpenters Meadow - This item has not been included on this evening's agenda, as the Assistant Clerk is trying to ascertain who the land belongs to. Saxon Weald advised it belongs to the South Downs National Park (SDNP), but the SDNP have advised that they don't own any land within the South Downs, however they are trying to ascertain who the land belongs to.

**131. ADJOURNMENT FOR PUBLIC SPEAKING**

The Chairman welcomed Mr Jon Edgar and Mr Rob Aylott who had both given notice to speak regarding agenda item 5, Public Art.

**Meeting adjourned: 7.48pm**

**Meeting reconvened: 7.52pm**

The Chairman thanked Mr Edgar and Mr Aylott for taking the time to address the Council.

**132. PUBLIC ART**

Members noted comments, regarding the possibility of siting the sculpture 'Trisantonis' in Pulborough village from residents, following the article in the Sussex Local, WSC Times, BBC Radio and the Parish Newsletter and from pupils at St Mary's School.

After a lengthy discussion two proposals were put forward:

- I. Keep the sculpture where it is and consider partial funding from the Parish Council.
- II. Keep the sculpture where it is and as the location is outside of the Parish, offer no funding.

The majority of the Committee voted for the 2nd proposal to keep the sculpture where it is and as the location is outside of the Parish, offer no funding.

Members then discussed the possibility of other works of art for the village that are commissioned from the beginning of the project. Ideas put forward to consider were as follows:

- Hold a competition at the school for the children to design something, which could be commissioned or used to inspire an artist.
- Visions of geese, swans and bird life, as you approach the village from the south. The swan sculpture in Swan Walk, Horsham is a good example of this.
- A sculpture that shows the caring and lively nature of the village, people relating to each other.
- Art that could be cycled on a quarterly or half yearly basis, maybe a school competition to run every year.
- For a permanent piece of art, commission an artist or sculptor to come up with some ideas.
- Receive input from the village.
- Provide a sculpture 'trail' and locate the pieces in unusual places.

The Committee would like this item to be added to the March R&OS agenda, so this can be discussed in more detail, and instructed the Assistant Clerk to do so.

**133. DISTRICT & COUNTY**

Cllr. Donnelly reported that he had attended a meeting regarding flight paths, along with Ian Hare of CAGNE and Cllr. Patterson, and HDC has submitted a paper regarding the noise problems. Cllr. Donnelly is appreciative of the Parish Council's support, which will have more impact than just those of individual concerns.

Cllr. Donnelly discussed the interim letter from the Planning Inspector on the Horsham District Planning Framework (HDPF) and the recommendation of increased housing to 750 homes per year. The Inspector has suggested the houses are built in Horsham, Billingshurst and Southwater. Cllr. Donnelly advised that it is proposed that over the next 20 years 1500 houses will be built in the district, which will affect Pulborough village, and with neighbourhood plans, across the district stating their figures, the Inspector feels confident with this 1500 figure.

**134. S106 FUNDING**

Members received the current summary and noted that there were no changes to the previous month.

**135. STORRINGTON & SULLINGTON AND WASHINGTON NEIGHBOURHOOD PLAN**

Members received the Pre- Submission Storrington & Sullington and Washington Neighbourhood Plan and Draft Sustainability Appraisal/Strategic Environmental Assessment. Cllr. Quested commented that it was an interesting and essential read. Some members commented that no reference was made to security or gypsy and traveller sites. Cllr. Quested has sent his individual comments and suggested that Committee members do the same if they wish, but no comments need to be made from the Parish Council. The Committee requested the Assistant Clerk to re-send the documents to them via email.

**136. 2015 PARISH COUNCIL ELECTIONS**

Members received a timetable for the forthcoming elections and noted the deadline for nominations is Thursday 9<sup>th</sup> April at 4pm.

It was noted that the nomination forms must be delivered by hand to the HDC offices. It is not a requirement that the candidate hands the forms in; simply that they are delivered in person. A member of the Electoral Services team will check that the forms have been completed correctly to avoid delays if there is an issue.

The Assistant Clerk advised Members that a nomination form was included in their wallets. Copies are also available on the Parish Council Website for download or can be obtained directly from HDC.

The Assistant Clerk also advised that the guidance, as issued by the Electoral Commission will also be available on the Parish Council website.

**137. SPORTS PAVILION**

Following on from HDC turning down a grant for funding, Cllr. Quested advised that he is trying to arrange a visit to Ashurst Sports Pavilion, but is unable to make contact with anyone. He also showed members a brochure from 'Passmores' who supply club buildings, which is a design that could be looked at in the future.

Members discussed the option of improving the changing rooms, but wanted confirmation that this would not be a waste of money if, in future, a new building was sourced. Cllr. Quested advised that the original plans for a new building didn't include the re-structure of the changing rooms. Cllr. Quested commented that if the Parish Council are seen to be making improvements to the changing rooms, this will be appreciated by the sports clubs and start a dialogue to get their feedback regarding their future requirements. It was, therefore, AGREED to obtain quotations, based on the original specification for work to the changing rooms, from three Contractors, including the original Contractor and the Assistant Clerk was instructed to facilitate accordingly.

**138. SWAN CORNER**

Cllr. Kipp commented that Highways seem to be 'dragging their feet' with the proposed works at Swan Corner (proposed car park, safety for pedestrians, widening the road, pedestrian crossing). Residents are angry that nothing has been done and the area is still not safe. After some discussion, members instructed the Assistant Clerk to write to WSCC stating that the Parish Council understood that Swan Corner is top of the schedule of their 'blue book' (this maybe called something different now) and request an update. The letter is to be copied to Amanda Jupp, the Chairman of the County Council, Louise Goldsmith, Pieter Montyn, Cabinet Member for Highways and County Cllr. Pat Arculus.

**139. NEIGHBOURHOOD WARDENS**

Members received a copy of a presentation (given in 2006) and a job description of a Neighbourhood Warden, giving a few details of what the role involves. It was noted that after a survey carried out in Pulborough six years ago, the idea was turned down, but it does seem to work well in Ashington and Steyning. The Assistant Clerk advised that Ashington Parish Council have confirmed that their yearly cost is £65,000. Members requested that this matter be added to the F&P agenda in March, and commented that this matter would need to go to public consultation.

**140. HIGHWAYS**

Cllr Kipp said that the same issues as Swan Corner apply to Highway issues, in particular with regard to the Lower St regeneration. Cllr. Tilbrook advised that this has been delayed because the traders are not united in this matter, and for some it will cause problems with deliveries. If that is the case, it was questioned whether Highways are coming back with another proposal. Cllr. Tilbrook will get in contact with Richard Wells again and suggest a consultation is started with the existing proposals for Lower St.

**141. VILLAGE MARKET**

Members noted that the next Village Market would be held on Saturday 28<sup>th</sup> February and it was AGREED that Cllrs Ellis and Henly will attend. The Assistant Clerk pointed out that the Pulborough Parish Council surgery is only from 10.00am to 11.00am.

**142. REPRESENTATIVES**

Cllr Kipp advised that she had attended a Gatwick Airport meeting between Parish Councillors and representatives from the Airport Commission, the notes of which are attached to the minutes as Appendix 2.

Cllr. Kipp also advised that she had attended the HALC meeting on 3rd February 2015, the notes of which are attached to the minutes as Appendix 3.

Cllrs. Ellis and Quested attended the meeting of the Trustees of the Village Hall, who are looking for funding for new heating and lighting.

Cllr. Quested also attended the Pulborough Community Partnership AGM where a presentation was received from SDNP. In their presentation they accepted that, as a national park, they are far different from other national parks and are looking at a new marketing strategy to attract visitors and how they promote themselves.

**143. CORRESPONDENCE**

The Correspondence is attached as Appendix 1.

**144. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA**

- Neighbourhood Plan progress (LE)

**145. PAYMENTS**

Members approved the following payments and the cheques were signed.

<b>Payee</b>	<b>£</b>
BT Telecommunications Plc	72.40
Travis Perkins Trading Company Ltd	23.77
Wightman & Parrish	39.90
George Potbury Forrestry Ltd	288.00
New Call Telecom Ltd T/A Fuel Broadband	7.42

***The meeting closed at 9.40pm***

.....Chairman

.....Date

## **CORRESPONDENCE**

All correspondence is available to view at the Parish Office (or can be forwarded via email) unless attached and marked Copied to Council.

### **HDC**

- i) "Our Future Together" Partnership Conference 2<sup>nd</sup> March 4.30pm to 8pm.
- ii) HDPF Examination Update. Copied to Council.
- iii) Copy of decision from Planning Inspectorate regarding appeal for Parsons Fields, Pickhurst Lane, Pulborough.

### **Resident Letters (all Copied to Council)**

- i) Fire Service cuts update and new petition launched.
- ii) Response to Parish Council support for PAGNE.
- iii) Response regarding reference to Ex Cllr Dale's comments on Gatwick Consultation in 2012 (*see minutes dated 4<sup>th</sup> October 2012 minute no 92*) and clarification from Mr Dale.
- iv) Comments regarding Stopham Road Development.

### **WSALC**

- i) Update on Local Government Finance Settlement .

### **Village Market**

Report from Cllr Ellis from 24<sup>th</sup> January 2015. Copied to Council.

### **Publications**

- i) Pulborough Community News (St Mary's Church) February 2015

### **Sussex Police**

- i) Horsham District Monthly Update (January 2015). Copied to Council.
- ii) Operation Edmond (Drilling at Broadford Bridge) Meeting. Copied to Council. *Cllr. Ellis will attend the meeting on Thursday 12th March at 11.00am. Any other Councillors that can also attend should contact Cllr. Ellis directly.*

### **West Sussex County Council (WSCC)**

- i) West Sussex Minerals Local Plan : Progress Update

### **Pulborough Youth Club**

Documentation from Annual General Meeting 27<sup>th</sup> January 2015 including :-

- a) Chairman's Report
- b) Treasurer's Report
- c) Notes of AGM

### **Pulborough Society**

January 2015 Newsletter.

### **Southern Water**

Notification of reduction in charges 2015/16.

### **Streetlife**

Introduction to Streetlife, local social network.

### **Gatwick Airport**

- i) Gatwick submission to Airports Commission Consultation.
- ii) Gatwick Airport Consultative Committee (GATCOM) correspondence regarding PRNAV Departure SID Implementation at Gatwick. Copied to Council.

### **HDC**

Notification of inclusion of DC/14/2006 18 Lower Street on Development Control South agenda for 18<sup>th</sup> February 2015.

**Resident Letters (all Copied to Council)**

- i) Copy email to WSCC Highways. Copied to Council

**West Sussex County Council (WSCC)**

- i). Surface Water Management Plans in West Sussex - Newsletter January 2015
- ii). Adoption of the Future West Sussex Plan and the Council Budget. Copied to Council.
- iii). Invitation to Chairman or representative to Lunch 20<sup>th</sup> March 2015 (*Response needed by 6<sup>th</sup> March 2015*)

**PCP**

Minutes of Management Group meeting 4<sup>th</sup> February 2015. Copied to Council.

**CAGNE**

Invitation to AGM on 18<sup>th</sup> February. Circulated to Members prior to meeting.

**CPRE**

- i). Invitation to "Living in Sussex - Past, Present & Future" Event 28<sup>th</sup> February 2015. (*Response required by 24<sup>th</sup> February*)
- ii). Sussex Review - Winter 2015.

**Sussex Police**

Horsham Neighbourhood Policing Update. Copied to Council.

**LAT**

Minutes of meeting held 11<sup>th</sup> February 2015.

**UK Power Networks**

Invitation to Critical Friends Panel on 25<sup>th</sup> February 2015.



## Gatwick Airport Meeting 11 Feb 2015

This was the first of several meetings between Parish Councillors and representatives from the Airport Commission. Director, Alastair McDermid, and the Community Engagement Manager, Melanie Wrightson were in attendance.

The purpose of these meetings was for the representatives from Gatwick Airport to understand the concerns of local residents. Gatwick Airport also wanted the local residents to be aware of their future plans.

From a personal view point, I felt that the meeting was positive as the Airport Commission engaged with the parish councillors and listened to our concerns about the aircraft noise emissions and the possibility of a second runway. They appeared to be sympathetic.

We were given the following facts:-

- There has been a 7% growth of air traffic over the last year
- Gatwick came up above Heathrow in a recent passenger satisfaction survey
- 47 out of 50 business routes in the UK served by Gatwick
- Gatwick Airport serves 20% business travel and 80% leisure
- Heathrow Airport serves 30% business travel and 70% leisure
- Airport Commission was set up Sept 2012 to look at airport capacity. There are 5 Commissioners. A staff of 20.
- Gatwick employs at the moment 31,000 people. An estimate for a second runway, over a 25 year period, would be an extra 22,000. The employees come from Crawley, Horley, Brighton, Surrey and Croyden. Gatwick Airport Ltd only employs 2,500 people as the rest are directly employed by the airlines. Future employees would probably be governed by where there is a housing growth.
- Gatwick Airport has pledges in place

### **HOUSING AND INFRASTRUCTURE**

- **£46.5m to help local authorities deliver essential community infrastructure**

### **JOBS AND APPRENTICESHIP**

- **A £3.75m fund to help create 2,500 new apprenticeships for local young people**

### **BUSINESS AND LOCAL LANDOWNER**

- **New Engagement Charter with dedicated team to help local landowners and businesses**

### **AIR QUALITY**

- **Gatwick will continue to meet all legal air quality standards**

### **NOISE MITIGATION**

- **Unique initiatives form an industry leading approach to noise**

### **TRANSPORT**

- **Gatwick will be “road and rail ready” for a second runway by 2021**

### **HOMEOWNER**

- **Increased compensation funds for those homeowners most affected by expansion**

### **ENVIRONMENTAL**

- **Gatwick recognises that expansion will impact on the local environment and will continue to minimise, mitigate, and compensate**

#### Aircraft noise

We were advised that aircraft are using Precision Based Navigation. This is only used on outgoing aircraft. There is a problem in that they use the same flight path. Government has agreed that PBN will be used by all aircraft by 2018. Ground based navigation beacon will not be used after 2018. Alistair said that the Airport are listening and actively trying to resolve the problem.

## HALC MEETING ON 3 FEBRUARY 2015

Barbara Childs from Horsham District Council discussed the interim letter from the Planning Inspector on the Horsham District Planning Framework.

The Planning Inspector's only area of major concern with the HDPF is with the proposed level of housing provision. The Inspector believes that the Council should provide for a higher level of new housing from the 650 homes per year that are included in the Planning Framework to at least 750 homes per year.

HDC view of the Inspector's report as follows:-

General support for all points. Fundamental issue is the number of houses.

- HDC are disappointed that the Inspector has said that the number of dwellings has to increase. Looking at the overall picture Horsham District is vulnerable due to lack of green belt areas of Natural Beauty which are protected.
- They have been set a 6 months' time scale to find additional land
- The Inspector has indicated where these homes should be built - North Horsham, Southwater.
- The requirement is 750 – 800 homes per year. HDC think the figure is high.

These issues will be debated during a Council Meeting on 18/03/2015. If approved, there will be a 6 week consultation process between 23/03/2015 – 5/05/2015. HDC will post as much information as they can on their website. HDC think the numbers of dwellings will come through appeals which are in process and the possibility of land from the Novartis site. There is a possibility that this will be sold to the University of Brighton and, therefore, some of this land will be used for student accommodation. A different calculation will be used as they are one bedroom units so they cannot be counted as one home/dwelling per unit.

Issues raised at the meeting were

- Neighbourhood Plans being prepared and developers getting their applications before the Plans are completed

*Answer: Do not want to alter figures of homes re the Neighbourhood Plans*

- Do we have an indication of when or if there will be a second runway at Gatwick?

*Answer: The Inspector has said that it would be a step change if the second runway goes ahead*

- What would happen if the developers come back once Cat1 and Cat 2 are removed?

*Answer: HDC will protect once the Neighbourhood Plans are in place.*

*Barbara Childs went on to say that there will be a call for sites. HDC will be using a different consultancy that was used before.*