



PULBOROUGH PARISH COUNCIL

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MINUTES OF A MEETING OF PULBOROUGH PARISH COUNCIL HELD ON THURSDAY 21ST APRIL 2022 AT THE VILLAGE HALL

PRESENT: Cllrs: Hare (Chairman), Campbell, Clarke, Court (from Min. 162), Davies, Ellis-Brown, Henly, Hunt, Kipp, Lawson, Riddle and Trembling

IN ATTENDANCE: Mrs H Knight (Clerk)
County Cllr C Kenyon
District Cllr D Van Der Klugt
1 member of the public

The meeting opened at 7.30pm.

160. APOLOGIES FOR ABSENCE

Apologies for absence were received, and reason approved, from Cllr. Kay.

161. DECLARATIONS OF INTEREST AND CHANGES TO REGISTER OF INTERESTS

Cllr Hare declared an interest in agenda item 14, APCAG Subscription, as he holds the position of chairman of APCAG.

There were no changes to the Register of Interests.

162. MINUTES OF FULL COUNCIL

The Council **RESOLVED** to **APPROVE** the Minutes of the Meeting of the Council held on 17th March 2022 as a true and accurate record of the proceedings and the Chairman duly signed them.

Clerk's Report

The Clerk confirmed that Cllr Campbell had duly signed his Declaration of Acceptance of Office and returned his Register of Interests.

163. COMMITTEE MEETING MINUTES

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

145.1 Planning & Services Committee

Members received the Minutes of the Meetings held on 17th March and 7th April 2022.

Clerk's Report

Min. 135, 17th March 2022 – Planning Applications: DC/22/0132 Oakdene. The Clerk had received an email from the case officer noting the Parish Council's objection and requesting that the referral to HDC committee be withdrawn since the officer recommendation is to refuse the application. Unfortunately, the deadline for response was too short for the Clerk to respond in time.

145.2 Recreation & Open Spaces Committee

Members received the Minutes of the Meeting held on 16th March 2022. There was no clerk's report.

145.3 Finance & Policy Committee

Members received the Minutes of the Meeting held on 24th March 2022.

164. ADJOURNMENT FOR PUBLIC SPEAKING

The Chairman invited a member of the public who had registered to speak to the Council regarding agenda item 7 to address members.

The meeting was adjourned at 7.35pm and reconvened at 7.40pm

The resident expressed concerns over the changes to the original conditions imposed on the planning application for the Brookfields development.

165. DISTRICT AND COUNTY REPORTS

County Cllr Kenyon reported on WSCC matters, including: Long discussion had been had with the new Highways Manager, specifically raising the A29 issues; WSCC help for refugees; Children's Services, much good progress has been made; Ongoing liaison is taking place with Natural England and other partner bodies on the water neutrality issue.

District Cllr Van Der Klugt reported on HDC related points, including: Funding is available from the Climate Community Fund for bodies trying to achieve carbon neutral, with grants of up to £1k, up to £2.5k and up to £5k available, closing date 13th May 2022; development application progress has almost ground to a halt due to the water neutrality issue, whilst HDC and partners seek to find a strategy, which could take many months; She added that thanks were due to the Parish Council Chairman for his role in helping to achieve bringing better Broadband to parts of the parish and other ward areas - £600k of vouchers covering the communities had been issued to cover the cost of fibreoptics to those properties.

District Cllr Clarke also reported on HDC matters: There is also an ongoing project to bring Broadband to Codmore Hill but discussions with BT Openreach are proving difficult; HDC is funding two officers to undertake the work involved for the water neutrality issue and application for funding is being made to the Government too. The issue does not stop houses being built, however speculative developer applications will need to be supported by water neutrality statements.

166. DC/21/2129 BROOKFIELDS DEVELOPMENT / A29 STAKEHOLDER GROUP UPDATE

In order to revisit this item and decision for further discussion, in light of new information not available at the time of the resolution taken under Min. 128 on 17th February 2022, it was **RESOLVED** to suspend Standing Orders for this item only.

The Chairman invited Cllr Clarke to report on a site meeting on 6th April 2022 which he and Cllrs Hare and Kipp and Mr Hurst attended with WSCC and HDC engineers/officers to discuss the stepped footpath issue and the development.

Cllr Clarke briefly reminded all of the background to the issue, which was that the original intention and planning condition had been to provide pedestrian access, suitable for all/step free, from the development and parallel to the A29 to connect close to the Stane St roundabout. New developers purchasing the site subsequently re-negotiated the conditions and combined with new officers at county and district, the footpath condition was very regrettably overlooked.

Further complication has been that Cala Homes installed unsuitable access within the development, which HDC is trying to resolve. The issue is that over time some residents extended their gardens, with WSCC no longer owning land, thus preventing sufficient engineering width for new connectivity of footpaths.

The proposal now before the Parish Council was a request from HDC to agree to accept the switchback stepped path and instead that Cala Homes be requested to provide a tarmac link upgrading the existing permissive footpath on the western side, and to include improvements to the development footpaths already installed.

Following debate, it was **RESOLVED** that the Parish Council reluctantly agrees to withdraw its objection to the stepped footpath installed, on condition that the developer provides an upgraded/tarmac link from Stane Street Close along the existing permissive footpath at the western side of the site, including that the issues of internal connectivity of other installed footpaths are satisfactorily addressed and resolved.

Cllr Clarke then reported on 3 other feasibility projects being actioned through the A29 Stakeholder Group and himself as District/Ward Cllr to improve connectivity issues from the north of the village to the main services of the village. The site meeting had provided the opportunity to liaise further with HDC engineer and WSCC engineer / officers on the following proposals for S106 funded study:-

- 1) WSCC was requested to undertake an engineering study using S106 funds from the Brookfields development to ascertain costs and feasibility of the foregoing link to Stane Street roundabout from the Brookfields development.
- 2) WSCC was requested to undertake a renewed feasibility study of the original concept to install a footbridge parallel to the Pigeon Gate railway bridge. The HDC engineer has indicated that the footbridge is unlikely to prove viable due to the steep gradients now in place as a result of land now under private ownership that would affect the footbridge landing. The study will utilise existing unspent WSCC highways S106 funds, and will cover potential concept of a footbridge either at the Hardwood site (when vacated) or at the Tesco site, in the future.
- 3) WSCC was requested to undertake a feasibility study for an alternative solution of looking at Footpath 2330 aligned with the planning application / S106 funds for the New Place Farm development: This would explore the possibility of a footbridge being provided by the developer under S106 agreements to improve the existing railway crossing linking to that area.

The Chairman thanked Cllr Clarke and the A29 Stakeholder Group members for their efforts in moving forward improvements to village transport and connectivity issues. Cllr Clarke asked that thanks be noted to the HDC and WSCC officers for their work and support in progressing and resolving matters.

167. **ANNUAL REPORT AND ANNUAL PARISH MEETING**

It was **RESOLVED** to approve the Annual Report copied to Members. Cllr Hunt reported that the working group of herself and Cllrs Esdaile and Ellis-Brown had heard from several community groups wishing to set up tables at the APM: It was likely that 4-6 organisations would be represented; They would provide their own signs and arrive 6.30pm to set up. A short precis of their organisation would be provided to the Chairman, for his introductions at the meeting.

168. **NEIGHBOURHOOD WARDENS**

Members received the report for March 2022 from the Neighbourhood Warden. The Clerk reported that the NW Steering Group had met with a new candidate, recommended by HDC following formal interview. The Steering Group had approved the progression of the application and the candidate had accepted the post. Subject to formal HR process and checks, it was anticipated a second Neighbourhood Warden would be in post sometime in May/early June.

169. **APPOINTMENT TO COMMITTEE**

Following nomination, it was **RESOLVED** to appoint Cllr Campbell to the Recreation & Open Spaces Committee.

170. HORSHAM DISTRICT COUNCIL – THE BIG CONVERSATION

Members noted the events being arranged by the HDC Leader for public meetings entitled The Big Conversation, to discuss environmental and planning issues in the district. The three dates are 4th May (Parkside, Horsham), 17th May (Pulborough Village Hall) and 19th May (Ashington Community Centre), starting 6pm, details at www.horsham.gov.uk/thebigconversation. Attendance and questions should be registered online.

The Chairman advised that he had registered to attend the Pulborough event with a question regarding neighbourhood planning.

171. SUSSEX POLICE – SUMMER ROAD SAFETY STAKEHOLDER BRIEFING

The invitation for a parish council representative to the Sussex Police virtual briefing on 28th April 2022 was noted. It was **RESOLVED** that Cllr Davies would attend this on behalf of the Council.

172. NALC SMALLER COUNCILS COMMITTEE

Members noted the invitation from NALC to submit any issues for discussion the Smaller Councils Committee. No subjects were identified for forwarding.

173. APCAG

Members **RESOLVED** to renew the annual membership subscription of APCAG at £100. The Chairman gave a brief summary of recent APCAG discussion items regarding Gatwick Airport.

174. PULBOROUGH VILLAGE MARKET

The next market would take place on Saturday 23rd April 2022. It was **AGREED** that Cllr Henly would provide cover for the morning, with Cllrs Kipp joining 9-10am and Cllr Court joining at 11am.

175. REPRESENTATIVES ON OUTSIDE BODIES

Brief reports were provided by those Cllrs representing the Council on outside bodies or meetings:-

- Cllr Hunt updated members regarding the PCP/Wild Pulborough/Welcome Back to the High Street grant and plans for six planted trees being installed.

176. CORRESPONDENCE

The Correspondence was noted (previously circulated to Council) and is attached as Appendix 1.

177. CHAIRMAN'S ANOUNCEMENTS AND URGENT MATTERS

The Chairman reported briefly on the recent meeting of the newly formed F&P Staffing Sub-Committee, which had met this week following the recent resignation of the Deputy Clerk. The Sub-Committee had put in place the necessary arrangements for recruiting a replacement member of staff, finalised job description and advert details and would form the interview panel to consider applications received in due course. Additionally, the Sub-Committee had approved that the Clerk be moved from part time to full time hours from from 1st May 2022 onwards. The Chairman asked members to bear in mind the additional workload the Clerk would be under during an inevitably busy period of managing the vacancy and mentoring of a new incumbent.

The Chairman reported on his attendance at a recent WSALC Chairman's Forum with various interesting topics discussed. These included a presentation on what WSCC is doing to help support Ukrainian refugees arriving and the measures in place to co-ordinate this safely, undertaking home-checks, arranging appropriate school placements etc. Other points discussed were NALC lobbying and meetings with MPs to press home the need for flexibility of virtual meetings for councils; Parish Resilience Plans, which may need looking at and potentially an item for the Planning & Services Committee.

178. PAYMENTS

There were no payments to be authorised.

The meeting closed at 9.01pm.

.....Chairman

.....Date

UNCONFIRMED

CORRESPONDENCE**Appendix 1****WSSC**

E-newsletter 07.04.22, topics include: Unusual ideas for Easter in West Sussex; composter offer; Children's Services to remain within WSSC.

HDC

- Email 04.04.22 detailing Horsham District 2022 Volunteer Awards – nominations to /further information from volunteering@horsham.gov.uk / 01403 215191 by Friday 6th May 2022.
- E-newsletter 07.04.22. Topics include: Join the Big Conversation; Easter holiday activities; Vote Horsham for UK's Top Town for Busines; Shelley remembered at Warnham; Giving young people a voice; Neighbourhood Warden hybrid vehicles hit the streets; Council a step closer to becoming carbon neutral. *(Forwarded to Cllrs)*
- Email 08.04.22 from Economic Development Officer – Horsham shortlisted in UK hunt for top business town – vote at <https://www.enterprisenation.com/dell-top-town/vote/> voting closes Sunday 17th April 2022. *(Forwarded to Cllrs)*

NALC

CEO e-bulletins of 18.03.22, 23.03.22, 01.04.22 and 08.04.22, topics include: Financial Times article on local councils; Civility and respect project; Rural coalition statement on levelling up; NALC teams up with Rural Services Network; Government publishes council tax levels for 2022/23; SAAA report on results of auditors' work 2020/21; Consultation responses on national parks and climate emergency.

HALC

Minutes of Meeting, and attachments, held 16th March 2022. *(Forwarded to Cllrs)*

Sussex Police & Crime Commissioner

E-newsletters from The Office of the Sussex P&CC dated 18.03.22, 25.03.22, 01.04.22 and 08.04.22. Topics include: Recruitment of extra officers and staff on track; Technology in modern-day policing; 10,000 hours of community payback; Leading the way for young people.

MP

Letter/email 08.04.22 updating on Motorcycle noise, antisocial driving and roads policing: Sussex Police are continuing with Operation Downsway, with a more visible and vigorous police enforcement, having already launched their annual campaign with focus on hotspots including the A29, A272 and Bury Hill. Every weekend between April and September officers will take part in a focussed operation with highly visible presence on the Sussex road network. They are working with Sussex Safer Roads Partnership, the Sussex Police and Crime Commissioner, community speedwatch groups and Operation Crackdown. Casualty reduction officers and mobile speed enforcement vans will also be involved. On 28th April Sussex Police will host an event to highlight Operation Downsway activity, explaining what is new for this year and inviting questions.

Pulborough Community Partnership

PCP minutes of meeting held 16.03.22. *(Forwarded to Cllrs)*

Sussex Green Living

Email 11.04.22 – 10 years of Sussex Green Living. *(Forwarded to Cllrs)*

Nutbourne Residents Association

Email 07.03.22 - agenda for NRA AGM on Sunday 24.04.22 at 7pm, The Rising Sun.

Resident

Resident enquiry/comments about several topics: The need for benches across the Brooks on the WildArt trail, the need for rapid charge EV charging points; seeking interest for a Pulborough community garden, land potentially available. Deputy Clerk has responded to the various points.

CAGNE

Bulletins 146, April 2022.

DD Community

Email 15.03.22, Gatwick In Touch newsletter Edition 7.

Publictions

Clerks & Councils Direct, March 2022, issue 140.