



PULBOROUGH PARISH COUNCIL

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**MINUTES OF AN ORDINARY MEETING
OF PULBOROUGH PARISH COUNCIL
HELD ON THURSDAY 20th MARCH 2014
AT PULBOROUGH VILLAGE HALL**

PRESENT: Cllr Qusted (Chairman), Buck, Dale, Ellis, Gill, Henly, Kipp, Lawson, Spillane, Tilbrook, E Wallace, J Wallace & Walsh.

IN ATTENDANCE: County Cllr Arculus, District Cllr Brian Donnelly, 1 Member of the Public, Sarah Norman (Clerk) and Lisa Underwood (Assistant Clerk).

The meeting opened at 7.30pm

148. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Clarke. District Cllr Paterson had also advised that he was unable to attend.

149. DECLARATIONS OF INTEREST

There were no declarations of interest.

150. MINUTES

150.1 Full Council

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held 13th February 2014 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

Clerk's Report

Item 143 – Lower Street

Cllr Arculus has now identified the relevant Officer at WSCC Highways to attend a meeting and Cllr Tilbrook will be liaising with her about suitable times and dates. Cllr Tilbrook also advised that he has emailed a list of suggested discussions points to Cllr Arculus.

Item 144 – Representatives

The F&P Committee discussed the possibility of Pulborough, together with Storrington and West Chilington, and agreed that Cllr Tilbrook should continue to investigate and therefore he will be attending a meeting of Storrington Parish Council on 26th March to discuss the matter further. At the present time, the response from West Chilington has been a negative one.

150.2 Planning & Services Committee

Members received the Minutes of the Meetings held 6th February and 6th March 2014

Clerk's Report

Item 138 – Hepworth Brewery Application

Cllr Tilbrook attended the Development Control South meeting at HDC on 18th March to speak in support of the application. Permission was subsequently granted.

Item 139 – Minutes

The Clerk noted the query as to the validity of the use of the Data Protection Act by the Doctors and HDC when not providing information regarding vulnerable residents of the Parish. In the Clerk's opinion, the data that they could provide would be very limited, would be time consuming to compile and would have limited use. At present, no letter has been written to the ICO. Cllr Tilbrook stated the he would like the bodies to provide data broken down within postcode and the issue is to be discussed further at the Planning & Services Committee.

Item 155 – Additional Bench in Lower Street

WSCC Highways have inspected the site and initially can see no problem with the location. They are currently checking on highway land ownership and will report back. After this, the businesses either side of the proposed location (Cubitt & West and Guy Leonard) will be consulted.

150.3 Recreation & Open Spaces Committee

Members received the Minutes of the Meeting held 27th February 2014.

Clerk's Report

Item 111 – Nutbourne Common Recreation Ground

A working party has been arranged for Sunday 23rd March. However, members of the Nutbourne Residents Association have contacted the Parish Office requesting that any further works be deferred until the after the summer to protect any ground nesting birds. Members, having noted the concerns, AGREED that the works should be postponed.

151. ADJOURNMENT FOR PUBLIC SPEAKING

There were no public speakers

152. DISTRICT AND COUNTY

Dist Cllr Donnelly reported that the main news from HDC was the freezing of the Council Tax for a fifth consecutive year. However, this has been overshadowed by the debate surrounding the proposed strategic plan which is due to go before Council in April after which, if approved, the plan will be submitted to the Inspector for examination. The current proposal caters for 650 homes per year with much of the development located to the North of the District, as this is where it is envisaged the majority of the jobs will be located. Cllr Donnelly reported that in his opinion the second runway at Gatwick is very likely which could bring as many as 70,000 jobs to the area.

Cllr Donnelly stated that, with regard to the recent press coverage about the de-selection of the Vice-Chairman for the post of Chairman, there was no three line whip or secret meetings. The Chairman questioned the de-selection process and Cllr Donnelly stated that rather than any de-selection, the vice chairman was not elected as the Chairman for the following year which has happened before and is perfectly acceptable.

County Cllr Arculus reported that the Pulborough issues such as Swan Corner are progressing and that when important milestones are met on each issue, a small group of Parish Councillors meet with herself and the Officers. With regard to the footbridge over the railway, it was noted that this project has stalled at present but all noted that without the development of the Highfield site, lack of funding would be prohibitive. Cali Sparks (WSCC Officer) is looking into the issue.

The faster broadband continues to roll out across the District; it was noted that the first signs of an upgrade in Pulborough will be the arrival of a second green Open Reach cabinet next to the existing structures.

Cllr Arculus reported that with regard to the parking restrictions at Swan Corner, WSCC had received a letter from another local business objecting to any time constraints for this area. Cllr Arculus therefore asked the Council if they wished to continue with their

previous decision to pursue a time limit on parking in that area. After brief discussion, it was AGREED that the previous decision stands and that Cllr Arculus should continue to public consultation on this area. It was noted once again that the area in question falls within the Coldwaltham Parish Boundary and Cllr Dale questioned whether the boundary could be moved at the next Boundary Review. The Clerk will investigate and report back to Council.

153. S106 FUNDING

Members received the most recent summary of available S106 Community Contributions and noted that there were no changes to the previous month.

Members also received a schedule of the available S106 funds, as agreed at the Finance & Policy meeting 13th March 2014 (minute no 88) broken down between projects for which it could be earmarked. The Chairman proposed that HDC be advised that the remaining, unallocated funds, are identified for use by the Youth Club and for improvements to Cousins Way Recreation Ground and that should any other applications be submitted, the support of the Parish Council be of paramount importance. Cllr Donnelly did state that the monies were the Parish's and not the Parish Council's and that any group could apply.

RESOLVED: £30,000 be identified for use by the Youth Club and £25,000 for Cousins Way Recreation Ground.

154. PARISH OFFICE

The Chairman reported that the possibility of moving the office had been discussed at the recent Finance & Policy Committee. The current premises are now too small for the workings of the Parish Council. It was noted that consideration had been given to leasing a premises in Lower Street but after investigation it had been agreed that costs prohibited this.

The Parish Clerk had therefore made enquires with the Village Hall Trustees about the possibility of the Office moving to the Conference Room and confirmation is awaited as to whether this move may be accommodated and if so a quotation of the costs involved. When received the decision will be referred back to Full Council for decision. Cllr Arculus questioned access for disabled, or people with buggies etc. The Clerk advised that a wireless doorbell would be used.

155. NEIGHBOURHOOD PLAN

Cllr Tilbrook reported that the Steering Group had a meeting on 19th March and the main focus was on the launch events on 29th March (10am to 12noon) and 2nd April (7pm to 9pm) both in the Village Hall. This will include presentations by the Chairman of the Council, The Chairman and Vice Chairman of the Steering Group and by AirS. All Cllrs were asked to attend one of these events. Cllr Tilbrook also reported that he and Richard Keatley had drafted a list of the focus proposed invitees and that he would be contacting each in turn shortly.

It was noted that a meeting had been held with HDC and they will shadow Pulborough's plan. It had now been acknowledged that there will be issues that cross parish boundaries and that it would be more effective for the Neighbourhood Planning team at HDC to take the lead in these areas.

156. MEMORIAL GARDEN

Members discussed the issue fully with the following decisions recorded :-

RESOLVED: The Clerk is to obtain quotations for the stone work as per the previously agreed text and size

RESOLVED: The Oddfellows be used for refreshments after the garden opening.

157. VILLAGE MARKET

It was AGREED that Cllrs Henly & J Wallace should attend the Village Market on 29TH March 2014. It was noted that a summary of the set up had been drafted by Cllr Ellis and circulated to all Members.

158. REPRESENTATIVES

Cllr Gill reported that she had attended a Youth Worker meeting. Dan Jenkins has been working closely with the Youth Club in Pulborough and is trying to set one up in Billingshurst. Dan had reported that the volunteer base in Pulborough is very good. Events are planned for the summer.

Cllr J Wallace had attended a Planning Event organised by SALC. It had been noted that there was no legislation to prohibit the connection of the sewerage and drainage systems.

Cllr Kipp continues to liaise with the Lower Street traders and an Easter Saturday event is planned with the village signs being utilised to publicise this.

Cllr Ellis reported that he and Cllr Kipp had attended the recent HALC meeting (notes circulated to all members in correspondence).

Cllr Ellis also reported that the notes of the most recent LAT meeting had been reported. It was also noted that the group of young people that had been causing problems in both Pulborough and Billingshurst had been apprehended with "ABC's" handed out and possibly charges for criminal damage and common assault. Cllr Ellis continues to work with Peter Jones of the LAT on the restorative justice scheme.

The Chairman reported that he and Cllr Henly had attended the CLC meeting where they had received updates regarding highways process with potholes being the main talking point.

159. CORRESPONDENCE

The Correspondence is attached as Appendix 1

160. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA

Dog Fouling (Cllr Buck) *Onto R&OS Agenda*
Tesco/Medical centre parking (Cllr Ellis)
Duck race (Cllr Tilbrook)
Cashpoint at Station (Cllr J Wallace) *Onto P&S Agenda when rail companies in attendance.*

161. PAYMENTS

Members approved the following payments and the cheques were signed.

Payee	£
Liv Supplies Ltd	73.24
Office First	65.18
Pulborough Lunch Club	420.00
Ricoh	320.84
Kent County Council	373.74
Rialtas Business Solutions	128.40
Newcall Telecom	11.58
Mr A Tilbrook	6.50

The meeting closed at 8.50 pm

.....Chairman

.....Date

CORRESPONDENCE**FULL COUNCIL 20th MARCH 2014**

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

St Mary's Church

- i. Parish Mag – March 2014 issue.

Sussex Police

- i. Horsham District Monthly Update. Copied to Council.
- ii. Junior Neighbourhood Watch. Copied to Council.

Local Action Team m

Minutes of meeting held 26th February 2014.

SLCC

Extract from Clerk Magazine regarding Public Rights of Way. Copied to Council.

Pulborough Community Partnership

- i. Minutes of meeting 19th February 2014. Copied to Council.

HDC

- i. Scrutiny and Overview work programme suggestion form.
- ii. Press Releases : Horsham Microbiz 2014
Broadbridge Heath Quadrant

Pulborough Society

February 2014 newsletter

South Downs National Park

Local Plan Consultation Programme

Nutbourne residents Association

- i. Winter 2013/14 Newsletter. Copied to Council.
- ii. Request to use Parish Council side of Noticeboard due to theft of documentation. Copied to Committee. *Suggested that the left hand side is locked. The Chairman will discuss further with the NRA at their next meeting. However, it was noted that all documents should be placed onto the NRA website.*

Arun & Rother Connections

Community Booklet.

Journal of Local Planning

Spring 2014 Issue. Circulated previously by email.

Nick Herbert MP

Press release : MP welcomes “very helpful” planning changes in West Sussex. Copied to Council.

West Sussex County Council

Parish Newsletter – Feb 2013 (*think that should read 2014!*). Copied to Council.

Storrington Parish Council Neighbourhood Plan

Invite to send representative to Focus Group meetings. Copied to Council.

Village Market

- i. Report by Cllr Ellis from February event. Copied to Council
- ii. Email from the Co-ordinator. Copied to Council.

SALC

Request for agenda items for meeting with Chief Constable on 8th May. Copied to Council.

Pulborough & District Community Care Assoc (PDCCA)

Annual report for 2013 and notification of AGM on 26th March in the Village Hall at 2pm.

Village Market

Notes for setting up of stall on 29th March 2014. Copied to Council.

HALC

Notes from meeting on 17th March attended by Cllrs Ellis & Kipp. Copied to Council

Residents Letter

Email from resident regarding dangerous parking around junction of Church Place and London Road (A29). Copied to Council *Cllr Tilbrook to speak to the Parish Office regarding this issue.*

LCR

Spring 2014 issue.