



# PULBOROUGH PARISH COUNCIL

*Working together for a better future*

**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.**

**MEMBERS OF THE PUBLIC WISHING TO HEAR THE VIRTUAL MEETING MAY DO SO BY TELEPHONE, ACCESS DETAILS ARE AT THE FOOT OF THE AGENDA**

You are hereby SUMMONED to an Ordinary Meeting of Pulborough Parish Council which will be held **virtually/online** on **Tuesday, 26<sup>th</sup> May 2020 at 5.00pm.**

**Heather Knight  
Clerk**

**Dated: 19<sup>th</sup> May 2020**

Swan View, Lower Street, Pulborough, RH20 2BF  
Tel: 01798 873532 [clerk@pulboroughparishcouncil.gov.uk](mailto:clerk@pulboroughparishcouncil.gov.uk)

## **AGENDA**

- 1. Apologies for Absence**  
Chairman's welcome and 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 and to note any changes to Councillors' Register of Interests.
- 3. Declaration of Acceptance of Office**  
To note that Cllr Bernard Allen had duly completed his declaration of acceptance of office following his co-option at the meeting on 20<sup>th</sup> February 2020.
- 4. Minutes of Full Council**  
To approve the Minutes of the Council Meeting held 20<sup>th</sup> February 2020 (*previously circulated/ on website:* <https://www.pulboroughparishcouncil.gov.uk/docs/minutes/y2020/c200220m.pdf> ), and to receive the Clerk's report on issues raised at the meeting.
- 5. Adjournment for public speaking:-**  
The Chairman 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. Co-option to the Council**  
To consider any applications received for co-option for existing Council vacancy (*application previously copied to Council*)
- 7. Council Resignations / Vacant Seats**  
To note resignation of Cllr Sue Finlayson in March, and that the Notice of Vacancy had been duly published. If no by-election is called by electors by 20<sup>th</sup> May 2020, the Council may invite applications for co-option to this further vacancy in due course.

**8. Scheme of Delegation**

- To consider suspension of Standing Orders;
- To consider suspension of Financial Regulations;
- To consider extending the delegation of Council decisions to the Clerk, or in her absence the Deputy Clerk, in consultation with the Chairman, or in his absence the Vice Chairman, during any period of restricted activity declared by the Government in respect of emergency or pandemic situations such as the Covid-19 virus: Such delegation to enable the Council to fulfil its responsibilities to its residents and ensure business continuity measures, to include planning application recommendations, consultation responses and financial / reserves transfers.

**9. Sports Pavilion Rebuild Project**

To receive verbal update from Chairman and Vice Chairman following consultation meeting with Sussex Clubs for Young People; To consider any actions required to progress project

**10. Planning Applications**

To consider any planning applications received for comment (*none received at time of agenda publication*)

**11. Ratification of previous decisions**

To consider resolving on the following actions taken since the previous physical meeting on 20<sup>th</sup> February 2020, whilst Council has not met physically (not including planning applications responses:

- Parish Council response to HDC Local Plan consultation (*previously circulated*)
- Parish Council response to HDC Body Worn Camera consultation (*previously circulated*)
- Parish Council response to HDC Community Partnerships proposals (*previously circulated*)
- Parish Council response to Pulborough Community Partnership Visitor Website proposals (*previously circulated*)
- Clerk's attendance at SLCC webinar training sessions on: 20<sup>th</sup> April 2020; 20<sup>th</sup> May 2020; 22<sup>nd</sup> May 2020; 9<sup>th</sup> June 2020;

**12. Lower Street Car Park**

To note HDC project proposals for improvements to the Lower Street Car Park, including installation of permanent directional signage (*further details awaited/to be circulated*)

**13. Neighbourhood Wardens**

To receive Neighbourhood Wardens February and April 2020 written reports (*previously circulated*). There was no separate March report as the wardens were involved in co-ordinating the Pulborough Community Support Hub for the covid-19 response.

**14. Correspondence**

To note items of correspondence as per list circulated. (*List to be circulated to Council*).

**15. Chairman's Announcements and Urgent Matters**

**16. Payments for authorisation**

To approve the payments list, noting that list signing will take place at a future physical meeting. (*List details to be circulated prior to meeting*)

**Members of the public are welcome to attend all Council and Committee meetings – please check [www.pulboroughparishcouncil.gov.uk](http://www.pulboroughparishcouncil.gov.uk) in case of any meeting cancellations**

**MEMBERS OF THE PUBLIC WISHING TO HEAR THE MEETING LIVE SHOULD DIAL: 0203 8555316 (normal local call rate applicable)**

**I.D. FOR THE MEETING: 443 651 741#**

**You will be asked your name and allowed audio access only, unless you have pre-registered to speak or are a Member of the Parish Council.**

**Meetings will be recorded for officer note taking purposes.**