



PULBOROUGH PARISH COUNCIL

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MINUTES OF A MEETING OF PULBOROUGH PARISH COUNCIL HELD ON THURSDAY 16TH FEBRUARY 2023 AT THE VILLAGE HALL

PRESENT: Cllrs: Hare (Chairman), Campbell, Clarke, Court (left at Min. 141), Davies, Ellis-Brown, Esdaile, Henly, Hunt, Kipp, Riddle and Trembling

IN ATTENDANCE: Mrs H Knight (Clerk)
District Cllr Van Der Klugt and County Cllr Kenyon
13 members of the public (part of meeting)

The meeting opened at 7.30pm.

132. APOLOGIES FOR ABSENCE

Apologies for absence were received, and reasons approved, from Cllrs Lawson and Kipp (both for personal reasons)

133. DECLARATIONS OF INTEREST AND CHANGES TO REGISTER OF INTERESTS

There were no declarations of interest made. There were no changes to the Register of Interests.

134. MINUTES OF FULL COUNCIL

The Council **RESOLVED** to **APPROVE** the Minutes of the Meeting of the Council held on 19th January 2023 as a true and accurate record of the proceedings and these were duly signed by the Chairman. Cllr Hunt requested that her objection to the approval of the Minutes be recorded, as the Minutes had not included all her comments regarding the item on the A29 Landslip (Min. 117).

There was no Clerk's report.

135. COMMITTEE MEETING MINUTES

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

135.1 Planning & Services Committee

Members received the Minutes of the Meetings held on 19th January and 2nd February 2023. There was no Clerk's report.

135.2 Recreation & Open Spaces Committee

Members received the Minutes of the Meeting held on 26th January 2023. There was no Clerk's report.

135.3 Finance & Policy Committee

Members received the Minutes of the Meeting held on 12th January 2023. There was no Clerk's Report.

136. ADJOURNMENT FOR PUBLIC SPEAKING

The Chairman welcomed three residents who had registered to speak regarding agenda items. The meeting was **adjourned** at 7.39pm and **reconvened** at 7.52pm whilst they addressed the meeting.

The first resident spoke, as Chairman of the Council's Neighbourhood Plan Steering Group, regarding agenda item 7 (Min. 138 refers) and the ongoing frustration over the delay in being able to progress the Neighbourhood Plan to referendum, which had passed Examination stage in summer 2021.

The second resident spoke, as Chairman of Pulborough Community Land Trust, regarding agenda item 8 (Min. 139 refers) and their plans to undertake a new housing needs survey.

The third resident spoke regarding agenda item 9 (Min. 140 refers) and residents' frustrations over the ongoing landslip / road closure situation. She asked questions, including whether there will be a public meeting. The Chairman responded that there will be new information under that agenda item and said that the Parish Council continues to issue weekly public updates on the situation.

The Chairman thanked the residents for their time and input.

137. DISTRICT AND COUNTY REPORTS

County Cllr Kenyon had supplied a written report on her activities for all the parishes she covered, which had been circulated at the meeting.

CCllr Kenyon commented on points made by the resident speaking about the A29 landslip and impacts on residents/traffic. She explained that the landslip being on private land was a significant factor in WSCC being able to proceed. She understood views that communications from WSCC could have been better, and Members and officers were talking about better ways of doing things. She was in daily contact with colleagues about the situation. Not all information could be made publicly available. Her understanding currently was that a point had been reached where 'boots on the ground' would soon be seen. She fully appreciated residents' views that reactions had been slow but unfortunately this was going to take a good many weeks to resolve.

District Cllr Clarke updated on background talks regarding the A29. He had also felt information relayed to residents from WSCC could be better, although some of this was due to the complicated situation. There had been much effort taking place in the background. He had been working closely with County Members and HDC officers to provide a public information meeting. This had now been arranged for Monday 27th February at 6pm in the Village Hall. The object would be to inform public as much as possible on progress for solutions and likely timescales involved. County Council Members and officers would be attending, and HDC Economic Team officers would also join the meeting to update on support for local businesses and the economy. All residents and businesses were welcome to attend. He advised that HDC had already been actively working with traders and Pulborough Community Partnership with resources such as new signage to show the area is open for business, and approval had now been given for temporary 2 hrs free parking at Lower St car park.

DCllr Clarke reported that engineering works would start the following week for the EV charge points, including at Rivermead.

District Cllr Van Der Klugt reported on the project that she and Cllr Hare had been spearheading with Openreach to bring Broadband to parishes, which covered parts of Pulborough. Plans are on track for completing by 30th June 2023.

DCllr van Der Klugt reported on the launch of a coffee pod collection/recycling scheme, details of which were on the HDC website.

138. NEIGHBOURHOOD PLAN

As covered during the adjournment for public speaking, the referendum had been scheduled for November 2021 but cancelled by Horsham DC following the issue of water neutrality. There had been no further progress for Pulborough and the parishes of Itchingfield, Cowfold and Lower Beeding, all of which were in the same position, post Examination and awaiting Referendum. The Parish Council was being asked to endorse a letter jointly from the 4 parishes (draft circulated) requiring the District Council to urgently address moving the Plans to Referendum, a copy of which had been circulated. Members spoke generally in support of the letter but felt some tweaking of the wording might be needed to present things in a more collegiate way.

It was **RESOLVED** that the Council agrees to support the letter subject to Cllr Hare, as Chairman, working with the Chairman of the Neighbourhood Plan Steering Group to refine some content, the final version to be then approved by the joint parishes and submitted to Horsham DC as soon as possible.

139. PULBOROUGH COMMUNITY LAND TRUST (CLT)

During the public adjournment, the Chairman of Pulborough CLT had reported on an online survey being planned, with A5 leaflets publicizing it to be distributed to all Pulborough premises at the end of this month. A new Housing Needs Survey was required by Horsham DC as they considered the HNS within the Neighbourhood Plan would not be sufficiently up to date for the CLT purposes. The CLT sought the Parish Council's formal endorsement of this exercise, and use of PPC logo.

It was **RESOLVED** that the Parish Council fully supports the Pulborough Community Land Trust survey and Housing Needs Assessment.

140. A29 LANDSLIPS AT CHURCH HILL

Details of the forthcoming public meeting on 27th February 2023 were noted, as reported under District/County Reports (Min. 137). Members were being asked to support and lead on a letter (draft circulated to Members) to the Leaders and Chief Executives of West Sussex County Council and Horsham District Council from key local community organisations, calling for urgent action from WSCC and HDC. Members commented on the generally poor communications around the landslip issues and the need for lessons to be learnt, and the importance of keeping the pressure up, despite the news of the public meeting. It was felt that the strength of feeling in the pre-drafted letter could be better phrased. Following considerable discussion, it was **RESOLVED** that the Parish Council supports the letter, that it would be on PPC letterhead, and that the Chairman would sign on behalf of the Council after liaising with the other parties regarding some re-wording. The joint signatories represented were: Pulborough Parish Council, Pulborough Community Partnership, Pulborough Traders Association, St Mary's Church Rector, Pulborough Social Centre (Village Hall), St Mary's School, Pulborough & District Community Care Association.

A Member had asked that his suggestion/plan for improved footpath diversions around the road closure be circulated. Members did not, however, feel this warranted consideration, and the Member had already forwarded it to WSCC independently.

141. CIVILITY AND RESPECT PROJECT (deferred from last meeting)

At the previous meeting, Members had not felt they had had sufficient time to consider the documents being proposed for adoption. Following consideration, it was **RESOLVED** to note the Guidance on 'Roles and Responsibilities' and to adopt without amendment the model Councillor-Officer Protocol and model Dignity at Work Policy.

142. COUNCILLOR TRAINING – EMERGENCY PLANNING

It was **RESOLVED** to approve Cllr Ellis-Brown attending the online NALC training on Emergency Planning on 29th March 2023, on behalf of the Council's Emergency Plan Task & Finish Group, at a cost of £43.67 + VAT, to be funded from the training budget.

143. SUMMER ROAD SAFETY VIRTUAL BRIEFING

The invitation from Sussex Police for a representative to attend the first 2023 online briefing on 13th March 2023 was noted. Cllr Davies had previously attended these sessions but advised that he was unable to on this occasion. It was suggested that Cllr Hands might be interested and have relevant background experience. It was **AGREED** that the Clerk would contact her, and if unavailable Cllr Esdaile would attend.

144. ANNUAL PARISH MEETING

The Clerk noted to Members that local elections on 4th May 2023 could mean a completely new administration with new councillors officially taking office on 9th May not familiar with what they would be reporting to public at the APM on 11th May. Members felt that a public meeting should still be planned and discussed the agenda content. It was **RESOLVED** that a focus should be made on environmental matters such as re-wilding, and that Horsham DC be asked if Wilder Horsham officers and partners could provide a presentation.

145. NEIGHBOURHOOD WARDENS' REPORT

Members noted the circulated report for January 2023.

146. SPORTS PAVILION REBUILD / REFURBISHMENT PROJECT

There was no further update available, other than awaiting information from HDC on progression of the planning application. The present delay was thought to relate to planning officers deciding on matters related to diversion of a PROW.

147. PULBOROUGH VILLAGE MARKET

Member representatives already appointed to attend the market on Saturday 25th February 2023 were Cllrs Clarke and Hare. Cllr Hare gave his apologies due to another commitment and it was agreed that Cllr Ellis-Brown would attend instead. Cllr Henly would also attend.

148. REPRESENTATIVES ON OUTSIDE BODIES

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

- Cllr Hunt reported from Pulborough Traders Association on various local businesses downturn figures currently, compared to their last year figures.
- Cllr Ellis-Brown reported on the Fairtrade AGM he had attended, and that Fairtrade Fortnight starts on 27th February.
- Cllr Hare reported on the workshops he and Cllr Ellis-Brown attended for APCAG. He spoke of the start of re-organisation of airspace for all suburban airports and the potential for planes flying directly over Pulborough.

149. CORRESPONDENCE

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

150. CHAIRMAN'S ANOUNCEMENTS AND URGENT MATTERS

The Chairman reported that the Deputy Clerk had submitted his resignation and would be leaving the Parish Council in late March. Recruitment for a replacement was being commenced as soon as possible.

Members were reminded that elections were forthcoming, the Clerk having forwarded information available from Horsham District Council. Nominations papers needed to be returned in person to HDC by 4pm on 4th April 2023.

151. PAYMENTS

Members had received the list of Payments for Authorisation, listed below. It was **RESOLVED** to approve these, and the payments list and invoices were duly signed.

	£
Viking	£166.48
Fire Risk UK	£138.00
Laser (Kent County Council)	£513.45
Mrs H V Knight	£6.60

The meeting closed at 9.11pm.

.....Chairman

.....Date

UNCONFIRMED

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

- Email 31.01.23 News Release: Severe weather leads to essential overnight resurfacing work on B2139 between Storrington and Houghton.
- Email 03.02.23 News Release: Volunteering opportunities with the West Sussex Waste Prevention Advisor Scheme.
- Email 08.02.23 News Release: Over £900k invested in local apprenticeships.
- Email 31.01.23 News Release: WSSC Budget proposal to deliver investment and support
- Email 16.01.23 News Release New NHS certified digital weight management service available free to people in West Sussex

HDC

- Email 03.02.23 New HDC Leader and Cabinet appointments announced
- Email 03.02.23 Horsham Museum & Art Gallery Newsletter
- Email 06.02.23 Latest news: Coffee pod recycling; HDC Affordable Homes completion; Holocaust Memorial Day
- Email 24.01.23 Latest news: Kithurst Car park to remain open; cracking down on littering; 2023/24 budget news; cutting our carbon by 50%

NALC

Chief Executive's Bulletins 27.01.23, 03.02.23. Topics include The King's Coronation, NALC National Network: Women Councillors, Online event on community engagement, online event added on tackling the housing crisis, Standards Matter conference, Clerks' survey report, Mumsnet support to Make A Change campaign, Updated guidance on the pre-election period, planning changes, rural access, International Women's Day on 8 March, Changes to VAT on sports fees, 2023/24 Trades Union pay claim.

HALC

Agenda for online meeting Wednesday 22nd February 2023, 7pm (*forwarded to PPC reps*)

Sussex Police & Crime Commissioner

E-news 03.02.23. Topics include Using technology to catch thieves

Sussex Alerts

- Neighbourhood Watch Our News – February 2023 (forwarded to Cllrs).
- Sussex Police email 07.02.23 – Horsham News and Appeals.
- Sussex Police email 24.01.23 – Horsham News and Alerts
- Sussex Police email 17.01.23 – Horsham News and Alerts

Letters

- West Sussex Mind: Funding Report for 21-22 grant aid of £100
- 4Sight Vision Support: Thank you for £100 2022-23 grant aid received
- Victim Support: Thank you for £100 2022-23 grant aid received
- Pulborough Cricket Club: Thank you for £500 2022-23 grant aid received
- Pulborough & District Community Care Association: Thank you for £1,000 2022-23 grant aid received

CAGNE

Bulletin 159 – February 7th 2023

Email 23.01.23 sent parish clerks and members: Invitation to council to join CAGNE Aviation Town and Parish Council Forum, which is separate from the CAGNE lobbying group, at a cost of £4 pa.