

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.**

You are hereby SUMMONED to a FULL COUNCIL Meeting of Pulborough Parish Council which
will be held **in the Rother Hall, at the Village Hall** on **Thursday, 5th December 2024 at 7.30pm.**

Harry Quenault

Dated: 26th November 2024

Clerk & RFO

Swan View, Lower Street, Pulborough, RH20 2BF

Tel: 01798 873532 hquenault@pulboroughparishcouncil.gov.uk

AGENDA

- 1. Apologies for Absence**
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.
- 3. Minutes of Full Council**
To approve the Minutes of the Meeting of the Council for the 17th of October 2024.
- 4. Committee Meeting Minutes**
To receive and approve the Minutes: -
 - 4.1 Planning & Services Committee**
To accept the Minutes of the Meetings held on 3rd October 2024.
 - 4.2 Recreation & Open Spaces Committee**
To accept the Minutes of the Meeting held on 10th October 2024.
 - 4.3 Finance & Policy Committee**
To accept the Minutes of the Meeting held on 26th September 2024 & 24th October 2024.
- 5. Adjournment for public speaking: -**
The Chair 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. Warden Reports**
To note the Warden Reports for October 2024. (See appendix A)
- 7. Green Spaces, Nature, and Tourism Sub-Committee**
To consider establishing a sub-committee to oversee Parish Council activities regarding the development of green spaces, nature, tourism and economic development within the Parish. (See appendix B)
- 8. District & County Reports**
To receive & note the reports from the District and County Councillors. (See appendix C)
- 9. Time Bank Initiative**
To receive a verbal report and request from the Neighbourhood Wardens regarding the time bank initiative.
- 10. Neighbourhood Plan Discussion**
To discuss the current progress and future direction of the Neighbourhood Plan.
- 11. Budget Review – 3rd Draft**
To review the second draft of the budget, including recommendations from the Finance and Policy Committee (circulated separately with the agenda).
- 12. Staffing Committee Update (PRESS AND PUBLIC EXCLUDED)**
To receive an update by the staffing committee on current staff and ratification of decisions. **(PRESS AND PUBLIC EXCLUDED)**

Warden Monthly Report

October 2024 – Pulborough Parish

PROJECT WORK

Community Allotment

This project continues to 'grow' with increasing volunteer numbers and a strong working party driving it forward. We have helped to develop the group's new Facebook page

<https://www.facebook.com/profile.php?id=61563502016842> and continue to promote it where we can.

We visited the Petworth Community Garden on their combined Harvest celebration and 19th birthday party on the 1st of October. We had a good look round and then joined a guided tour of the gardens led by Kate and learned about the 'No Dig' method and how we might adopt it here moving forwards.





A new wheelbarrow

We were so pleased to be joined by Malcolm Gray on Friday 4th October who presented the Community Allotment volunteers with a lovely new wheelbarrow kindly donated by the Rotary Club of Storrington and Pulborough District.



Refurbishment of Carpenters Meadow Play Area (Horsham District Council)

Contractors have worked hard during October on the refurbishment of the Carpenters Meadow Play Area, installing new play equipment and a cycle track. The project was delayed slightly due to some of the play equipment not being ready on time, but work looks to be completed now, and the area seeded, so hopefully the play park will be open soon for all to use.

Our thanks go to Councillor Paul Clarke for helping to drive the project forward.





HORSHAM DC - CARPENTERS MEADOW
 QUOTATION REF: 28324



PLAYSAFE PLAYGROUNDS LTD



Events

Pulborough Community Volunteer Forum Meeting – Tuesday 8th October

We attended this quarters meeting on Tuesday 8th October held at the United Reformed Church. The group is growing in size, and it is so positive to hear how much is being achieved in Pulborough, much of which by volunteers and voluntary groups. We were pleased that Parish Councillor Sharon Curd could attend to update on the hard work of those volunteers involved with the community allotment.

Meeting with David Hurst, Pulborough Community Partnership – 16th October

We met with David Hurst to discuss the history of the Pulborough Duck and Raft Races, which we would like to resurrect and make an annual event once again. David gave us lots of helpful information and kindly took our plans to the forthcoming Community Partnership meeting for approval that we could take this on moving forward, which they have kindly agreed to.

On Tuesday 22nd October we met with Tom and Bev Capelin from Macklin's @ The Riverside to discuss jointly working on this project. The meeting was very successful, and we look forward to arranging a brilliant community event. More information to follow

Neighbourhood Warden Drop-In at Parkside – Thursday 24th October

During the week of Monday 21st to Friday 25th October all of the warden team spent time at Parkside, talking to other departments within the council about our role and what we do to support our communities. It was also an important opportunity for those of us who are not based at Parkside to find out information from those other departments about what they do and how they can help us when working with our communities. As a large part of our role involves signposting people to relevant agencies and teams within HDC we found our couple of hours there very useful.



St Mary's Primary School Fireworks – Friday 25th October



We were asked by the school PTA if we could assist with the fireworks display again this year, so we liaised with the Aurora Fireworks staff and then took our points on the footpath that runs along the edge of the Cousins Way recreation ground to prevent people from accessing the path whilst the fireworks were being let off and to keep those spectating from the recreation ground at a safe distance.



Pulborough Village Market – Saturday 26th October

Louisa attended the monthly village market this month, alongside Parish Councillors. There were some interesting new stalls and lots of familiar faces to engage with. Louisa handed out leaflets about the Community Allotment and the Silver Bullet Men's Group.

Horsham Neighbourhood Watch (NHW) AGM – Monday 28th October

On 28th October we attended this year's Horsham NHW AGM held at Horsham Police Station. We were interested to learn more about a recent Vision and Strategy review conducted by consultant Jonathan Dancer, which is looking at how Horsham Neighbourhood Watch operates and its future. Is there is a place for NHW in modern society? particularly since the pandemic where WhatsApp groups have taken over as the main method of communication

between neighbours. Interesting points were raised, and more work is planned on this. We also heard a policing update from Neighbourhood Policing Inspector Neil Durkan.



Remembrance Parade

This month we have been working with the Parish Council to create a Remembrance parade from the Memorial Gardens off Lower Street to St Mary's Church to properly mark the occasion. This procession will involve the Pulborough Beavers, Cubs and Scouts groups, each with their own flag-bearers, representatives from St Mary's Primary School, Parish Councillors and members of the public who wish to join in. We look forward to updating how it went in our November report.

Training

- On Wednesday 16th October we attended an Alzheimer's and Dementia Friends Refresher Training session in Storrington run by the Alzheimer's Society and organised by our colleagues Chris Poore and John Sampson, Storrington & Sullington Wardens. As much of our work involves visiting and supporting older people in the community, we found the training very informative.
- Louisa has also started an Open University Short Course on "Understanding Autism" to compliment the work we have been doing to support families of children with Autism and Special Educational Needs (SEN)
- On Tuesday 29th October we attended a training session in Horsham around 'Prevent' where we learned how to support people susceptible to radicalisation.

Older, Vulnerable People and Youth

Older People

Silver Bullet Men's Social Group

During October we have worked hard to promote the start of the Pulborough Silver Bullet Men's Group alongside Age UK. We have displayed posters at the Supermarkets, Library, noticeboards, and the village hall and had leaflets at the Village Market. This new men's social group will meet at Macklin's @ the Riverside, on the 1st Tuesday of every month between 2pm & 4pm, starting on the 5th November.



Silver Bullet

Men's group in Pulborough

The 1st Tuesday of every month 2pm – 4pm

STARTS 5TH NOVEMBER



Macklin's @ The Riverside

Swan Bridge

Pulborough

RH20 2BJ

For more information call 01403 260560 or email

info-horsham@ageukwsbh.org.uk

No booking necessary - just turn up!

   [@ageukwsbh](https://www.facebook.com/ageukwsbh)  www.ageukwsbh.org.uk

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Visits to Older & Vulnerable residents

This month we have carried out home visits to assist several residents with technology issues. We helped one resident who was having trouble logging into their new laptop and we have spent time assisting another resident who has had lots of problems changing their broadband provider and also issues with their mobile phone provider. We had serious concerns that they would be left without any form of contact and living in one of the more rural roads of the parish felt we needed to do what we could to assist.

Youth Sports Activities

During October we continued to promote the children’s multi-sports sessions run by Chanctonbury Leisure Centre, in collaboration with the Parish Council at Pulborough Village Hall. Sadly, the number of attendees remained low and after discussions with Andi Dunstan from Chanctonbury Leisure Centre it was decided that the sessions would not continue after half term. It was very disappointing that there was not more interest in these activities.



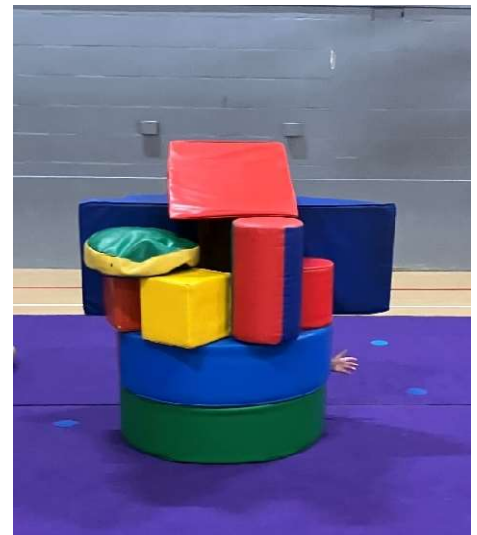
Weekly Multi Sports for Autistic & SEN Children



Our weekly multi sports sessions for Autistic and SEN children and their siblings however has proven very popular, with an average of 15 young people attending. Louisa has been attending fortnightly, working alongside Storrington & Sullington Wardens Chris Poore and John Sampson. As well as the usual activities such as archery, table tennis, basketball, soft play and the bouncy castle we were joined on 23rd October by Warren Clark. Warren who has Autism and ADHD is a golf coach and Special Olympics of Great Britain gold medallist. Warren played golf, curling and mini-Olympics with the children which was very well received.

<https://www.specialolympicsgb.org.uk/news/3146681/warren-recognised-with-beyond-sport-courageous-use-of-sport-award>

During one of the sessions, it was also fun to play spot the child in amongst the soft play! It has been lovely to chat with parents and carers, who have thanked us for supporting their families and for allowing neurotypical siblings to join in with the activities too.



Modern Board Games Club

October has seen us carry out more work on our joint project with the Storrington & Sullington Wardens. We are in the process of setting up a modern board games club to run at the Sullington Parish Hall twice a month on Saturday afternoons. We will initially be focussing on the game Dungeons and Dragons and have a Dungeon Master lined up to run the session. We are looking to possibly introduce other games like 'Pandemic' and 'Catan' in due course if there is an appetite for it. The club will start in the new year.



Parish specific/other

We were contacted by the Weald School to assist after a recent altercation at a bus stop between a resident and some pupils during the morning pick up. We spoke to pupils waiting at the bus stop about the recent incident and continue to monitor the situation going forward.

ASB/CRIME

Sadly, just days after the renovation work was completed to the Multi-Use Games Area (MUGA) at the recreation ground, damage was caused to the new fencing after three young people climbed over to retrieve their ball. Whilst this was not intentional criminal damage it was extremely disappointing and costly. The three young people were identified and both them and their parents were spoken to. The Parish Clerk is in discussion with those involved to carry out some voluntary work for the council.

Signage is also due to be erected to advise not to climb over the fence to retrieve balls, but instead contact those who have access to the gate code.

Fly Tipping/Littering/Graffiti

Thankfully we have not seen any nor had any fly tipping reported to us this month.

Useful links for reporting litter, fly tipping or graffiti:

You can report litter issues to HDC at the following link:

<https://www.horsham.gov.uk/waste-recycling-and-bins/litter-and-street-cleaning/litter>

You can report a damaged or overflowing litter bin here:

<https://www.horsham.gov.uk/waste-recycling-and-bins/litter-and-street-cleaning/report-a-damaged-or-overflowing-litter-bin>

If you witness fly tipping in action, please call Sussex Police and if possible, provide them with the registration of the offending vehicle and subsequently any relevant dash cam footage you may have.

You can also report it direct to HDC at: <https://www.horsham.gov.uk/waste-recycling-and-bins/litter-and-street-cleaning/fly-tipping>

Abandoned shopping trolleys can be reported on the "Trolleywise" website at: www.trolleywiseapp.co.uk

You can report incidents of graffiti direct to Horsham District Council via their website: <https://www.horsham.gov.uk/waste-recycling-and-bins/litter-and-street-cleaning>

Patrols (foot/visible and car)

Whilst out on patrol on Tuesday 15th October we were made aware of a homeless person who had stopped in Lower Street. We attended the location and spoke with the individual, who had travelled to Pulborough from the coast via train. They had soon realised that there was not any hostels or Salvation Army facilities in Pulborough and decided to move on to Horsham. We gave out a small pack of emergency food supplied to us, with thanks, by the Rapid Relief Team and did offer to make a referral to Turning Tides who help support and provide homeless services for adults in West Sussex, but this was declined.

To find out more about the work of the Rapid Relief Team please visit their website:

www.rrtglobal.org/gb

Social Media

Please do follow us at:

<https://www.instagram.com/pulborough.wardens/>


<https://www.facebook.com/HDWardens>

<https://twitter.com/HorshamWardens>

Reporting crime and anti-social behaviour

999	101	CrimeStoppers.	British Transport Police	Horsham District Council
<p>📞 999</p>	<p>📞 101 or report online www.sussex.police.uk</p>	<p>📞 0800 555 111 crime stoppers-uk.org</p>	<p>📞 0800 40 50 40 Text 61016</p>	<p>communitysafety @horsham.gov.uk</p>
<ul style="list-style-type: none">• A crime is happening now.• Someone is in immediate danger or at risk of harm.• Property is in danger of being seriously damaged.• A serious disruption to the public is likely.	<ul style="list-style-type: none">• All non-emergency incidents where the crime has already happened or there is no immediate risk of harm.	<ul style="list-style-type: none">• To report crime 100% anonymously.• Crimestoppers is not the police – it is an independent charity working to help communities.• Information given will be shared anonymously with the police.	<ul style="list-style-type: none">• Non-emergency incidents on a train or at a station can be reported direct to the British Transport Police online: www.btp.police.uk/reportcrime.• There is also a Railway Guardian app.	<ul style="list-style-type: none">• Report general anti-social behaviour and repeated public nuisance to the ASB team at Horsham District Council.• You can also report litter, fly-tipping, graffiti, dogs and dog fouling online: www.horsham.gov.uk/report.

See it. Report it.
Reporting crime and ASB means we can work together to reduce it.

 Horsham District Community Safety Partnership

 Horsham District Council

L24_CS308

Patrol hours TOTAL:	84	ASB (Anti-Social Behaviour) incidents reported to us TOTAL:	1
Foot	63	Noise	0
Vehicle	21	Neighbours	0
Notices/warnings TOTAL:	0	Driving/vehicles	0
Verbal warning	0	Bicycles	0
Parking alert	0	Alcohol	0
Yellow card warning (ASB)	0	Other	1
Community Protection Warning/Notice	0		
Fixed Penalty Notice	0	Clear up/disposal reports TOTAL:	0
Reports into Police TOTAL:	1	Fly tipping	0
Phone (including 101 and 999)	0	Graffiti	0
Online	0	Dog fouling	0
Intelligence report	0	Litter	0
Verbal	0	Drug litter	0
E-Mail	1	Hazards	0
Media Reports TOTAL:	9		
Press release/Community magazines	1		
Social media posts	8	Community events attended	8
Admin hours	12	School contact	7
Vulnerable people welfare checks	8	Youth engagement	120
Signposting	17	Reports to DVLA	0
Safeguarding referral	0	Reports to Operation Crackdown	0

Terms of Reference

Green Spaces, Nature and Tourism Sub-Committee

These terms of reference should be read in conjunction with Pulborough Parish Council Standing Orders.

1. The Green Spaces, Nature and Tourism shall be a sub-committee of the Recreation and Open Spaces Committee. It shall comprise of three distinct, but not mutually exclusive, working groups.
 - i. The focus for the sub-committee, working with other committees, is to support the delivery of the vision for our community
 - ii. The three working groups shall focus on the core areas of Green Spaces, Nature and Tourism, which shall also consider economic development. They shall be steered by the core objectives and tactical deliverables of the Parish Council.
 - iii. Reporting to the Recreation and Open Spaces Committee, on a regular basis but as a guideline every three months, the sub-committee shall oversee the activities of the working groups
 - iv. The sub-committee shall consist of 4 Councillors and the Deputy Clerk or another Officer. Membership of the sub-committee can consist of a maximum three members of the local community.
 - v. Members of the local community on the sub-committee shall not have voting rights.
 - vi. The Chair of the sub-committee shall be elected by Full Council.
 - vii. The sub-committee shall convene as needed, without adhering to a fixed schedule.
 - viii. The sub-committee meetings are not required to be held in public, but minutes are to be published online once agreed.

2. Areas of Operation

The sub-committee shall oversee matters pertaining to climate, environmental protection, tourism and economic development including:

- i. Raising environmental awareness to protect and enhance our green spaces and local biodiversity.
- ii. Promoting wellbeing and leisure activities for all in our community;
- iii. Advocating on behalf of the local people and business, representing their views;
- iv. Developing and maintaining the Climate Action Plan for the Parish, mapping environmental assets;
- v. Engaging with local groups, and outside organisations, such as Sussex Wildlife Trust, on environmental/nature/wildlife issues. Our biodiversity officer will be proactively involved with activities.
- vi. Creating an identity for Pulborough, focussing on its assets;

- vii. Engaging with local groups, organisations trading within the Parish and neighbouring Parish Councils, on tourism and economic development;
- viii. Establishing projects to deliver our tactical objectives;
- ix. Advising Recreation and Open Spaces, and other committees, on green spaces, nature/wildlife and tourism;
- x. Promoting activities through regular and effective communications.

3. Working Group Terms of Reference

- i. Each of the three working groups shall be led by a Parish Councillor and comprise at least 2 councillors and an additional 3 local members of the community.
- ii. Members of the local community on each of the working groups shall have voting rights.
- iii. Working groups may also recruit any number of volunteers to assist with its activities. They will be invited to contribute ideas but have no voting rights.
- iv. The Chair of each working group, who will be appointed at the first meeting of the Sub- Committee, will be the main contact for the sub-committee and will convene and Chair meetings.
- v. Working group meetings are not required to be held in public.
- vi. Working group meetings are not required to have any minutes taken, however, electing a note taker is recommended.

4. Working Sessions

- i. Working parties shall be responsible for:
 - a. Ensuring working group members and volunteers adhere to the Parish Council's Safeguarding Policy.
 - b. Coordinating the work of members and volunteers, completing risk assessments and ensuring appropriate health and safety measures are followed.

5. Life of the Working Groups

- i. Each working group shall continue until deemed unnecessary by Recreation and Open Spaces or until such time as its members determine.

6. Terms of Reference

- i. The terms of reference shall be reviewed annually each May. However, they may be amended, as necessary, but will need agreement/ratification from the Recreation and Open Spaces Committee.

WSCC

- I attended the All Member Update on the Council Plan and Medium Term Financial Position, 25th October.
 - I am waiting to hear about the implications of the recent budget
 - WSCC is experiencing continued demand pressures, particularly in adults' social care, children's services and home to school transport. These pressures are not unique to WS but affect Councils across the country.
 - The budget will be confirmed at Full Council in February 2025.
 - The Council's four priorities remain the same:
 - Keeping people safe from vulnerable situations
 - A sustainable and prosperous economy
 - Helping people help themselves
 - Making best use of resources
 - The Council Plan will be reviewed following the election in May 2025 and will run to 2029
- Following the Chancellor of the Exchequer's announcement to the House of Parliament on 29 July, that the A27 Arundel Bypass will not be taken forward, WSCC is collaborating with neighbouring counties to present a coordinated campaign for improvements. This has an impact on our division as traffic seeking to avoid congestion on the A27 is pushed up Storrington, WC and beyond.
- My attendance at formal WSCC meetings and committees:
 - I attended Full Council on Friday 18th October. Papers may be found here [Agenda for County Council on Friday, 18 October 2024, 10.30 am \(moderngov.co.uk\)](#).
 - RAAC, 4th November
 - I shall attend RAAC on 22nd November
 - I shall attend CHESC on 25th November
 - I shall attend Full Council on 13th December
- My role as Advisor to the Cabinet Member for Children, Young People, Learning and Skills in relation to safeguarding children in education has completed.
- I am participating in an Executive Task and Finish Group under the Cabinet Member for Environment and Climate Change to review WSCC's Local Flood Risk Management Strategy. The updated strategy will be available for consultation in the new year.
- The WSCC Forward Plan of key decisions can be found here: [Browse Plan - Forward Plan, 2024 \(moderngov.co.uk\)](#).
 - Key decisions are those which involve spending or savings of £500,000 or more, or which will have a significant effect on communities in two or more electoral divisions. They are taken by the County Council, Cabinet, Cabinet Members and officers.
 - Published decisions can be accessed on WSCC's Decisions page [, 30 April 2024 - 14 May 2024 \(moderngov.co.uk\)](#).
 - Sign up at [West Sussex County Council \(govdelivery.com\)](#) to receive the Forward Plan email.
- Information on the WSCC budget for 2024/25 can be found here: [Budget 2024/25 - West Sussex County Council](#)
- The calendar of WSCC meetings for 2024/25 can be found here: [Calendar for 2024/25 \(moderngov.co.uk\)](#)
- You can [Sign up to receive full Council email alerts \(opens in new window\)](#)

Division wide

- I am aware of a number of burglaries of tools from vans and sheds in West Chiltington, Pulborough and Coldwaltham. There is clearly a gang at work in our area. Police have been informed. Residents, especially trades people, are urged to review their security arrangements and strengthen them where possible.
- HDC has increased car parking charges in Horsham:
 - 300% on Sunday
 - 60% town centre car parks
- The status of the A29 at Church Hill remains unchanged: WSCC continues to pursue legal redress to gain access to the embankments. As soon as I have news, I will share it.
- I spoke to the Cabinet Member for Highways recently and she encourages PCs to pursue TROs, including speed reductions, for traffic calming, building on successful TROs and CHSs (Storrington A283, West Chiltington B2133, Thakeham B2139).
- WSCC Remembrance wreaths were laid at all of our parish churches. I was at St Mary's Pulborough on Sunday 10th and at St Mary's, West Chiltington on Monday 11th. My thanks to Cliff Purvis who laid the wreath on my behalf at St Mary's, Thakeham and to Rosemary Glithero who did so in Coldwaltham.

Case work & local engagement

Coldwaltham

- Ongoing:
 - Clearing the footpath running from Coldwaltham to Pulborough along the A29. Update 24th Sept.: ""There are 4 separate jobs in our system for cut back and siding, these go from the railway bridge [at Hardham] up to property called The Piggeries. Not all quotes have been received for these jobs, but as soon as they are back the works will be programmed in. The grass will be cut as part of the last cut of the year towards the end of October.""
 - Site visited with the Head of Local Highway Operations 26th Sept. I have asked for estimates for clearance of the entire footway. Update required.

Pulborough

- Ongoing:
 - Blackgate Lane, Pulborough. Mrs Carol Houston, a resident, has requested that 'slow' markings on the A29 at Blackgate Lane, which have faded, are reinstated. Job number 3817271. No date for completion. I have advised Mrs Houston and will keep this on my 'watch list'.
 - Stream Lane, Pulborough. Road repairs have been done. I have raised again the issue of repairs to the retaining wall in a site visit with the Head of Local Highway Operations 26th Sept. TBC.

Thakeham

- Ongoing:
 - TPC to advise on the outcome of a meeting with WSCC Highways to discuss an integrated transport plan for Thakeham.

West Chiltington

- New
 - I've received a report that the culvert running under the recently repaired WCR has been filling with an accumulation of leaves, cuttings and other debris. I will ask for this to be jetted. Residents should avoid allowing garden waste to fall into the river as this may be carried down stream and accumulate in the culvert.

Pulborough division WSCC County Councillor's update to Parish Councils November 2024

- Ongoing
 - Stream Lane. The damaged area near the junction with The Hollows has been repaired.
 - Eligibility for schools buses for children in WC who attend the Weald in years 7 and 8. I have been told that a review of policy will be done and have raised this with the Cabinet Member for CYPLS.
 - WSCC Highways has been liaising directly Mr D Carpenter regarding actions to improve drainage at the BBR/Adversane Road junction.
 - Site visit with Michele Hulme Head of Local Highway Operations 26th Sept.
 - Site visit by WSCC Riparian Drainage Project Officers 29th Oct. Report submitted 29th Oct. (shared with WC PC).

Link to the MPs website: [News | Andrew Griffith](#)

Glossary

BPG	Business Planning Group
CHESC	Communities, Highways and Environment Scrutiny Committee
CHS	Community highways scheme e.g. traffic calming features, town/village centre enhancements, cycling facilities and small scale junction improvements
CYPLS	Children, Young People, Learning and Skills
LFRMS	Local Flood Risk Management Strategy
LLFA	Lead Local Flood Authority
PC	Parish Council/Parish Councillor
PROW	Public Right of Way
PTIWG	Pulborough Transport and Infrastructure Working Group
RAAC	Regulation Audit and Accounts Committee
TFG	Task and Finish Group – a working party to consider a specific issue
TRO	Traffic regulation order. Measures to restrict or prohibit the use of the highway network, in line with The Road Traffic Regulation Act 1984 e.g. speed limits, line painting
WC	West Chiltington