



PULBOROUGH PARISH COUNCIL
Working together for a better future

PULBOROUGH PARISH COUNCIL

Swan View, Lower Street
Pulborough
West Sussex RH20 2BF
Telephone: 01798 873532
Email: clerk@pulboroughparishcouncil.gov.uk

MINUTES OF A MEETING OF PULBOROUGH PARISH COUNCIL HELD ON THURSDAY 21ST OCTOBER 2021 AT THE VILLAGE HALL

PRESENT: Cllrs: Hare (Chairman), Clarke, Court, Ellis-Brown, Henly, Hunt, Kipp, Lawson and Santo.

IN ATTENDANCE: Mrs H Knight (Clerk),

The meeting opened at 7.30pm.

65. APOLOGIES FOR ABSENCE

Apologies for absence were received and approved from Cllr Trembling and Cllr Riddle.

66. DECLARATIONS OF INTEREST AND CHANGES TO REGISTER OF INTERESTS

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

67. MINUTES OF FULL COUNCIL

The Council **RESOLVED** to **APPROVE** the Minutes of the Meeting of the Council held on 16th September 2021 as a true and accurate record of the proceedings and that the Chairman duly sign them.

Clerk's Report

Min. 57: St Mary's School - PTA Fireworks Event. The school PTA had been advised of the Council's permission but with the criteria to be met, as agreed, but as yet no response had been received. It was understood the event was going ahead and the Clerk would follow up in the next few days.

68. COMMITTEE MEETING MINUTES

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

68.1 Planning & Services Committee

Members received the Minutes of the Meetings held on 16th September and 7th October 2021. There was no clerk's report. It was **RESOLVED** to approve accepting the quotation from Festive Lighting of £3,500 (exc. VAT) to supply and install Christmas trees in Lower Street (Min. 60 refers).

68.2 Recreation & Open Spaces Committee

Members received the Minutes of the Meeting held on 9th September 2021.

68.3 Finance & Policy Committee

Members received the Minutes of the Meeting held on 30th September 2021. There was no clerk's report.

69. ADJOURNMENT FOR PUBLIC SPEAKING

There were no public speakers registered, therefore no adjournment was made at this point.

70. DISTRICT AND COUNTY REPORTS

C Cllr Kenyon had sent apologies.

D.Cllr Van der Klugt had sent apologies due to a prior commitment.

D.Cllr Clarke reported on the Position Statement issued by Natural England, which is affecting Horsham, parts of Chichester and parts of Crawley. The issue related specifically to water abstraction and effects on an endangered species of snail. Horsham DC had cancelled its planning meetings whilst assessing the situation and legal advice, and the three district/borough authorities were working together.

71. NATURAL ENGLAND POSITION STATEMENT

Members noted receipt of emails dated 7th and 21st October from HDC Head of Development and Building Control. These detailed the Natural England Position Statement and outlined how it was affecting HDC planning application decisions.

72. NEIGHBOURHOOD PLAN

Since the last council meeting and following publication of the Independent Examiner's report, Horsham DC had agreed issue of its Publication Notice and a Pulborough referendum date of 18th November 2021. Unfortunately, HDC had then advised that due to the Natural England Position Statement, all referenda in the district must be postponed whilst any impact on neighbourhood plans is assessed. A delay of around 3-4 months on progress was anticipated. As soon as HDC advises, Pulborough Neighbourhood Plan is ready to proceed to referendum.

73. SPORTS PAVILION

As previously reported, the Council's planning application for this project had been validated by HDC. Unfortunately, Natural England Position Statement meant further delays in the HDC planning process and the likely need for a water neutrality statement to be provided for the application. The Clerk had contacted the architect about the matter, who was seeking advice on implications from the providers of the energy and ecological statements that supported the planning application and would report back.

74. NEIGHBOURHOOD WARDENS

Members noted receipt of the September Neighbourhood Warden report. The Clerk updated members on the situation on the matter of vacancies, as both posts would be vacant by the end of the month. Both posts were currently being advertised, with interviews to be held on 9th November 2021. There would unfortunately be an interim period without any Pulborough Neighbourhood Wardens in post due to timescales. The year end invoice from HDC would be reduced accordingly. HDC had offered the possibility of some shifts, possibly once per week, being covered by other wardens, if available, which would be invoiced to the Parish Council at year end. Following discussion, it was **RESOLVED** to agree to accept some additional chargeable shifts, with a preference for some evening coverage where possible.

75. COUNCILLOR TRAINING

It was **RESOLVED** to approve the cost of 3x councillor training modules for Cllr Ellis-Brown, at a cost of £35 (+ VAT) per session, these being Roles and Responsibilities, Powers and Duties, and Governance and Compliance.

76. POLICE & CRIME COMMISSIONER’S OFFICE FOCUS GROUP MEETING

Members noted that the next online Focus Group meeting with the PCCO representative and the CEO of WSALC would take place at 2.30pm on 16th November 2021. It was **RESOLVED** that Cllr Ellis-Brown, the Clerk, and Cllr Esdaile (if available) would join the meeting, with Cllr Hunt as reserve.

77. PULBOROUGH VILLAGE MARKET

The next market would take place on Saturday 23rd October 2021. It was **AGREED** that Cllr Henly would attend from 9.30am to close, with Cllr Ellis-Brown attending from 9am-11am.

78. REPRESENTATIVES ON OUTSIDE BODIES

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

- Cllr Kipp reported on her attendance at the recent NALC seminar ‘The Future of High Streets’, which had been very interesting;
- Cllr Hare had attended the presentation by Gatwick Airport on expansion plans, facilitated by HDC, on 18th October 2021;
- Cllr Henly gave a brief update on PDCCA and Wednesday Lunch Club activities.
- Cllr Hunt reported that Pulborough Traders Group are planning late night shopping/opening on Thursdays from late November to 23rd December, they are hoping to also organise some musical entertainment to encourage shoppers.

79. CORRESPONDENCE

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

80. CHAIRMAN’S ANOUNCEMENTS AND URGENT MATTERS

None.

81. PAYMENTS

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

Payee	£
HALC	£15.00
F Bushby	£31.95
Mulberry and Co	£126.00
Viking	£156.23

The meeting closed at 8.32pm.

.....Chairman

.....Date

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

- Email 10.09.21 news release – Steps forward with carbon reduction and cost savings in footway resurfacing
- Email 16.09.21 news release – Changes to Opening Hours at Recycling Centres
- Email 16.09.21 Town & Parish News – Cyber volunteers wanted; Gives bees a chance; Help keep your communities safe; Critical support to Afghan nationals arriving in the UK; Recycling Centres winter opening; Digital Skills training
- Email 21.09.21 e-newsletter – latest news on Recycling Week, COVID 19 and more
- Email 28.09.21 – Proud to Care West Sussex new online campaign to promote jobs in Care
- Email 07.10.21 news release – Velocity by name, fast, low carbon response by nature in fight against potholes
- Email 08.10.21 news release – Banding together to build broadband into new homes planning
- Email 14.10.21 Town and Parish Council News October 21: Help Shape the Future of Adult Social Care in West Sussex and more. *(forwarded to Cllrs)*
- WSSC News Release 13.10.21: October County Council Meeting – Friday 22nd October 21 - *(forwarded to Cllrs)*

HDC

- Letter 03.09.21 from HDC Chairman – invitation to HDC's Civic Service on Sunday 17th October 2021
- Email 21.09.21 HDC e-news – Food Waste Trial; Ash Dieback; Battle of Britain Anniversary; Jobs & Skills Fair
- Email 23.09.21 from Recycling & Waste Strategy Manager – advising of a food waste trial, bins currently branded with the Arun DC logo.
- Email 27.09.21 from Strategic Planning: slides from the Local Plan Workshop presentation and FAQs - *(forwarded to Cllrs)*
- Email 05.10.21 from Performance Management Assistant – ACV Nomination for the Oddfellows Arms.
- Email 13.10.21 – Energy Efficiency Support for Residents. Attachment – West Sussex Affordable Energy – Autumn Newsletter 2021-22 - *(forwarded to Cllrs)*

WSALC

Draft Minutes of WSALC Board Meeting on 05.10.21. *(forwarded to Cllrs)*

HALC

- Email 17.09.21 from HALC Chairman to parish clerks – letter sent on behalf of HALC members to Glen Chipp and Paul Clarke following the Local Plan Workshops. *(copied to Cllrs)*

NALC

- Chief Executives Bulletin – Topics include: MHCLG is now DLUHC; In/out and about; NALC Larger Councils Committee; Improvement and Development Board

Sussex Police

- Sussex Police & Crime Commissioner: E-newsletters 17.09.21, 24.09.21, 01.10.21, 08.10.21, Topics include: 'Project EDWARD' (Every Day Without a Road Death); Constructive Conversations at Today's Police & Crime Panel; Creating Safer Streets in Hastings; Making Streets Safer for Women & Girls

Neighbourhood Watch

- In the Know Alerts 19.09.21, topics include: Gatwick Airport Northern Runway Consultation.

Sussex Clubs for Young People

- AGM invite – Wednesday 27th October 2021 at 6.00pm

CAGNE

- E-newsletters/Bulletins 135 & 136 September 2021.
- Email 11.10.21 – WSCC to decide over Gatwick second runway this month
-

PAGNE

- E-newsletters 25.09.21 – PAGNE Latest News – Gatwick Expansion

Andrew Griffith MP

- Letter 29.09.21 – Support for council or voluntary group applications for grants or funding

Residents

- Email 23.09.21 from resident regarding Land on the Corner of West Chilmington Road & Nutbourne Road Junction. Clerk responded and signposted resident (*forwarded to Cllrs*) to relevant organisations.
- Email 13.10.21 from resident regarding flooding at the railway bridge. Clerk responded and forwarded to District Cllr Clarke