



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 AN ORDINARY MEETING OF PULBOROUGH PARISH 22nd OCTOBER 2015 AT PULBOROUGH VILLAGE HALL

PRESENT: Cllrs Queded (Chairman), Clarke, Court, Esdaile, Hare, Henly, Kipp, Mortimer & Reddin (left at 8.30pm).

IN ATTENDANCE: PCSOs Carol Boniface and Julie Green, 1 member of the public, District Councillor Donnelly and Sarah Norman (Clerk).

The meeting opened at 7.30pm

83. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllrs Lawson, Tilbrook, J Wallace & E Wallace. Members also noted that Cllr Wilson had resigned from the Parish Council with immediate effect. The Clerk advised that she would advise HDC Electoral Services accordingly so that the vacancy maybe advertised as required.

84. DECLARATIONS OF INTEREST

There were no Declarations of Interest

85. MINUTES

85.1 Full Council

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held 17th September 2015 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

Clerk's Report

Item 75 - Auto Enrolment

The Clerk has requested a copy of the agreement to the 1st October 2015 staging date but no response has been received to date.

85.2 Planning & Services Committee

Members received the Minutes of the Meetings held 17th September and 1st October 2015.

Clerk's Report

Nothing to Report

85.3 Finance & Policy Committee

Members received the Minutes of the Meeting held 24th September 2015.

Clerk's Report

Item 34 - Grants

Due to the resignation of Val Wilson a volunteer was needed to review the grant applications with Cllr Reddin. Cllr Reddin agreed to review these on his own and will liaise with the Clerk.

85.4 Recreation & Open Spaces Committee

Members received the Minutes of the Meeting held 10th September 2015 (already advised to R&OS Members at their meeting 8th October)

Clerk's Report

Item 64 -Changing Rooms

It had been suggested that the abandoned cricket club kits be removed and placed into the storage containers in the car park. However, the parish office does not own these and has no keys for them. It was AGREED that the Chairman will speak to Barrie Feest on this matter, the kit will be temporarily moved to the Committee meeting room and the club will be given 6 weeks to remove it.

86. ADJOURNMENT FOR PUBLIC SPEAKING

The Chairman invited PCSOs Boniface and Green to address the meeting.

Meeting adjourned : 7.36pm

Meeting reconvened : 7.46pm

Members noted the reports given of recent incidents in the village including several road traffic collisions (not speed related) and a break in at the ambulance station at which nothing was taken and the thieves possibly disturbed. Members also noted that there had been no further reports to the Police regarding complaints about Domino Pizza. Finally, Members discussed the ongoing issues with parking around the village and the limited powers of Police to deal with these. It was noted that the Police can take action when cars block the pavement making them impassable.

The Chairman thanked PCSOs Boniface and Green for attending.

87. DISTRICT & COUNTY

The Clerk apologised to Cllr Donnelly and Cllr Arculus (not present) as she had not sent them the reminder agenda for this meeting.

Cllr Donnelly gave the following report : -

HDC continue to work with the Government on the issue of refugees but that funding was an issue. It was acknowledged that any substantial intake of refugees will impact on services and infrastructure.

The Budget for 2016/17 has not yet been determined and HDC are awaiting the outcome of the Autumn Statement as this may influence their plans. However a minimal increase of 1% is possible.

The Inspector has now confirmed his opinion that the HDPF is sound and therefore the plan will go to an extraordinary meeting of the Council on 19th November 2015 and the Parish Council may send a representative to support the plan. The Inspector has recommended that the plan be reviewed early after 3 years. The Inspector agrees with the three strategic sites of North of Horsham, Southwater and Billingshurst with at least 1500 to be met through Neighbourhood Planning. The Inspector agreed with the business expansion being focused north of Horsham but did not support a new Mayfield Market Town during the current plan period. It has been acknowledged that in the longer term a new town within the District may well be necessary.

Finally , Cllr Donnelly noted the frustrations with no Post Office in the village but had no further news at the present time.

Cllr Hare questioned how the extra houses requirement would be met if the 2nd Gatwick runway was approved. It was noted this would have to be taken into account when the plan was reviewed.

88. S106 FUNDING

Members received the current summary and noted that there were no changes to the previous month.

89. PULBOROUGH PARISH NEIGHBOURHOOD PLAN (PPNP)

The Chairman gave a brief history of the plan and why the Parish Council had started on this process. The Chairman also clarified that if the plan was approved at this meeting, it would be submitted to HDC who would carry out a further 6 week consultation and make their own comments. If the Plan is deemed to be acceptable by HDC, an independent examiner will be appointed. If the plan passes his examination, the proposal will then be put to a Parish referendum. It was noted that if everything went to plan such a referendum could be expected in late spring/early summer 2016.

The Chairman asked the Clerk to report all comments received on the plan from Members prior to the meeting :-

Cllrs Liz & John Wallace (not present)

Our main concern with the NP is that it concentrates on providing a gateway to the South Downs. This ignores the potential for encouraging tourism within Pulborough village. We have an opportunity to develop more and easier use of the river, encourage use of the many walking routes around the village and farther afield.

Ray has long discussed working with the RSPB to open the footpath south to Greatham Bridge during specific periods, which would open a route directly from the village to the South Downs, via Amberley, for example.

I would also like to see greater emphasis placed on protecting ancient buildings/landmarks and long established village facilities.

Cllr Hare

I've read all the documents and think that they represent thorough and professional work. The steering group should be congratulated.

I'm fully supportive. Two issues relating to the Pulborough economy stand out for me:

1. The proposal for the creation of a Business Centre is an excellent idea. There is nothing closer than Worthing or Horsham for flexible fully serviced offices that project a professional image. The advent of the knowledge working, high tech economy means we do not want more Business Units/Sheds at Broomers Hill. We do need low cost, professional looking and above all flexible office accommodation combined with adequate car parking around it for business visitors as well as employees.

2. Sharpening up Pulborough's image as the gateway to the National Park, both by road and rail, is another important strategic objective. We need to make the most of all our historical assets to create Pulborough as a stopping off place worth visiting in its own right as well as just being a transport hub.

Implementing these objectives will not only help the village's economy, but also help to maintain or rebalance the ageing profile of the village.

Cllr Kipp

- 67% stated in Neighbourhood Plan Survey that people thought the Village Centre was Lower St not 58%.
- “This view is supported by the survey, where 53% of respondents said that protection of the countryside was the most important benefit that sustainable development could bring to Pulborough.” According to the survey it is 81%.
- Re Leisure Centre the few younger people (2%) who responded to the Survey requested a gym but no mention of this in the Submission Plan
- I thought the Submission Plan had to go through a further consultation process with the public. I note it has been presumed that it will be agreed at the Parish Council Meeting prior to being submitted to HDC for examination. That is not correct procedure.

Cllr Clarke's (Regulation 14 Report)

Regulation 14 report:

- item 14: Storrington and Sullington stated they thought more houses were needed but there did not appear to provide any evidence for this statement
- Item 15: Noted that the church objected to the principle of green open spaces and quoted para 76+77 of NPFF and requested confirmation that the planning consultants (rCOH Ltd) had confirmed that it was compliant.
- item 21: Confirmation requested regarding OAN for housing? (*It was noted that the plan took reference from the Housing Needs Survey in 2011*). The claim by Gladman that the developments as outlined would not deliver the community benefits desired is noted and assumed that CIL might address that.

Cllr Lawson (not Present – Green Spaces Study)

Requests that “Volunteers” rather than “Residents” referred to in NCRG report.

Members AGREED that the percentages as referred to by Cllr Kipp should be corrected as they add further emphasis to the points being made. It was also AGREED to amend the Green Spaces Study as per Cllr Lawson's request. It was noted that the footpaths accessing the brooks as referred to by Cllr Wallace are outside of the parish/plan area and therefore could not be referred to. Members noted that the Neighbourhood Plan process past and present as summarised by the Chairman previously after which Cllr Kipp was satisfied that the correct procedure had been followed. It was noted that the village facilities are noted in Policy 13 and the ancient monuments/listed buildings etc already receive protection.

Following discussion, Cllr Esdaile proposed that the Submission Plan and supporting documentation be approved (subject to the corrections noted above) and submitted to Horsham District Council. The proposal was seconded by Cllr Clarke with all in favour.

RESOLVED: The Pulborough Parish Submission Neighbourhood Plan with supporting documentation be submitted to Horsham District Council.

90. PREMISES LICENCE APPLICATION

Members discussed this application at length and some expressed frustration that this licence application gave no further details about the future of the North Heath Service Station. It was assumed that the station will continue to be a filling station and that this licence was to enable them to provide additional retail space for food and drink (including alcohol). Members welcomed a new filling station in light of the pending application by Harwoods which if approved would result in one of the two existing filling stations in the Parish being closed.

After full discussion it was AGREED (8 in favour, 1 abstention) to offer no objection to the application

91. NEIGHBOURHOOD WARDENS

The Chairman reported that he and the Clerk had attended a meeting organised by SALC to discuss the provision of Neighbourhood Wardens and the possibility of some seed funding from the Police & Crime Commissioner.

The project being investigated would be the provision of two wardens in a cluster with Billingshurst Parish Council and was subject to the confirmation of the finances and the outcome of consultation with the community.

The Clerk advised that the estimated cost for a two warden schemes would be £80,000 per annum. The PCC is offering funding for a two year pilot of £23,000 per warden. The final costs would be proportioned between the two parishes by the size of the population. The cost to Pulborough would therefore be approximately £22,000 whilst Billingshurst would be looking at a contribution rate of £35,000 per annum during the two year pilot. It was noted that as the costs were proportioned so would the time allocated to each parish.

The Clerk reported that an additional £22,000 would add approximately £9 per annum to a band D charge which equates to 13%. However, due to reductions in the budget following the completion of the Neighbourhood Plan and other savings, it is anticipated that this increase to the Band D per house charge could be restricted to 5% or £3.61 per annum.

It was noted that the Parish Council could withdraw from the arrangement at the end of the two years.

Some Members expressed concern about the value for money of the wardens and requested to hear more about their duties and activities. It was therefore agreed that the Clerk invite one of the existing wardens at Steyning or Ashington to come to the next meeting to hear more about their role and duties.

The Clerk stated that it needs to be made clear that the wardens are not replacement police officers or PCSOs. The role of the latter is changing and there will not be any increase in the number of PCSOs only reductions.

All agreed the importance of feedback from the community on this issue and the willingness to pay assessed and the Clerk was instructed to use social media prior to an article in the newsletters in December. The village market should also be used to publicise the issue.

Members AGREED to continue with the dialogue and for provision be made in the initial draft budget prior to a final decision following the presentation to the Council in November and the outcome of the public consultation.

92. BUDGET FOR YEAR ENDING 31ST MARCH 2017

The Chairman requested guidance for the Finance & Policy Committee for their forthcoming budget discussions for the 2016/17 financial year. Other than the possibility of funding for Neighbourhood Wardens no other issues were raised.

93. RYDONS SCHOOL

It was AGREED that this item would be deferred until further details of WSCC's proposal were known.

94. SDNPA PREFERRED OPTION CONSULTATION

It was AGREED to offer no formal response to this consultation. Members were of course entitled to make their own, individual responses if they wish.

95. VILLAGE MARKET

Cllrs Henly and Court AGREED to attend with Mr Lawrie Ellis.

96. REPRESENTATIVES

Cllr Qusted reported that in addition to the Neighbourhood Warden presentation referred to in minute no 91, he had also attended the CLC at which Pulborough Football Club had been successful in their application for a grant to purchase new mobile floodlights. The change from S106 to CIL was also referred to at the meeting but there was, as yet, no clarity on this subject.

97. CORRESPONDENCE

The Correspondence is attached as Appendix 1.

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

Highways – Cllr Kipp
Prescription dispensing (PMG) – Cllr Kipp onto P&S
Parking – Cllr Esdaile onto P&S

99. PAYMENTS

Members approved the following payments and the cheques were signed.

Payee	£
Horsham Matters Ltd	3607.01
Kent County Council	418.67
West Sussex County Council	306.94
Travis Perkins Trading Co Ltd	27.65
New Call telecom Ltd T/A Fuel Broadband	16.25
Trade UK Account	96.89
Natwest Bank	25.30

The meeting closed at 9.10pm

.....Chairman

.....Date

West Sussex County Council

Finance Newsletter Issue Five. Copied to Council.

HDC

Notification of Community Asset Applications by Arun & Adur Branch of CAMRA for the White Hart, Stopham and The Rising Sun, Nutbourne.

SDNPA

- i. "Roads in the South Downs" - a new guide by SDNPA

Resident Letters (all copied to Council)

- i. Traffic in Broomers Hill (*see Clerk's response. Guidance required for any further responses*)
- ii. Copy of email to HDC and Dominos Pizza with complaint regarding Lower Street

West Sussex Association of Local Councils Limited

Notification and invitation to AGM 19th November 2015 at the Chichester Park Hotel, Chichester.

Harvest Fair

Copy of report from Cllr Court. Copied to Council

Pulborough Brooks Baptist Church

National Prayer Weekend. Copied to Council.

WSCC

Staffing Changes. Copied to Council.

Enabling closer working between the emergency services including PCC governance for fire service.

WSALC

Agenda for Conference 19th November 2015

AirS

"Generation R" Debate and AGM 29th October 2015

Sussex CRP

Agenda for Arun Valley Steering Group 14th October

Sussex Police

Horsham NPT Weekly Update

SDNPA

Highlights - September 2015

NALC

Elections for 3 directly elected members of smaller Councils' Committee 2016-2017