



# PULBOROUGH PARISH COUNCIL

*Working together for a better future*

## PULBOROUGH PARISH COUNCIL

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### **MINUTES OF AN ORDINARY MEETING OF PULBOROUGH PARISH COUNCIL 17<sup>th</sup> MARCH 2016 AT PULBOROUGH VILLAGE HALL**

**PRESENT:** Cllrs Qusted (Chairman), Court, C Esdaile, J Esdaile, Hare, Henly, Kay, Lawson, Mortimer, Reddin, Tilbrook & Wallace

**IN ATTENDANCE:** District Councillor Brian Donnelly, County Councillor Pat Arculus, 1 member of the public and Sarah Norman (Clerk).

*The meeting opened at 7.35pm*

**153. APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from Cllrs Clarke and Kipp.

**154. DECLARATIONS OF INTEREST**

There were no declarations of interest

**155. MINUTES**

**155.1 Full Council**

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held 18<sup>th</sup> February 2016 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

**Clerk's Report**

Item 137 - Pulborough Parish Neighbourhood Plan

A meeting has been arranged with HDC to discuss the representations made under their Regulation 16 Consultation and a Steering Group meeting will be held on Tuesday 22<sup>nd</sup> March 2016.

Item 138 - Neighbourhood Wardens

The Agreement has been received and the Chairman will be signing this on behalf of the Parish Council. When this has been submitted to HDC they will advise of the next stage in the process.

Item 145 - Trim Trail

Following discussions with ARD playgrounds, who carry out the independent playground inspections, it is now proposed to change the equipment to all "Gym" style equipment and to reorganise the layout. A revised plan will be obtained from Sovereign and then reconsidered by the Recreation & Open Spaces Committee.

## **155.2 Planning & Services Committee**

Members received the Minutes of the Meetings held 18<sup>th</sup> February and 3<sup>rd</sup> March 2016.

### **Clerk's Report**

Nothing to report

## **155.3 Recreation & Open Spaces Committee**

Members received the Minutes of the Meeting held 11<sup>th</sup> February 2016 (already advised to R&OS Members at their meeting on 10<sup>th</sup> March 2016).

### **Clerk's Report**

Item 105 - Pulborough Bowling Club (from meeting 14<sup>th</sup> January 2016)

The Bowling Club were advised that the Parish Council would appreciate seeing sight of their plans to upgrade their existing open covered veranda, the Bowling Club have replied to say:

*"As I outlined in my initial approach the proposed work is to be undertaken by tradesmen members of the Club. There are no formal drawings, nor are there any plans to produce any, as this will only add to the cost. The Council can be assured that the work will be carried out professionally and will enhance the clubhouse visually and functionally".*

Cllr C Esdaile noted, and Members AGREED, that regardless of who was carrying out the work, any construction would need to comply with current Building Regulations and the club will need to confirm this.

Item 114 - Pocket Park

The list of works is progressing and the Assistant Clerk will add this item to a future R&OS agenda when the current works have been completed. The cricket club are now disposing of their grass cutting by the side of the containers in the sports pavilion car park. The Assistant Clerk is obtaining a quotation to have fence panels erected in that area to contain the grass cuttings.

## **156. ADJOURNMENT FOR PUBLIC SPEAKING**

The Chairman welcomed Mr Nicholas Hamilton who had given notice to speak under agenda item 4b (business not itemised on the agenda) regarding the WSCC Draft Minerals Plan.

**Meeting adjourned : 7.40pm**

**Meeting reconvened : 7.42pm**

Members thanked Mr Hamilton for his comments regarding the potential silica sand site at Wickford Bridge and noted that comments to the consultation should be submitted before the end of April.

It was AGREED that this issue will be placed on the agenda for the next Planning & Services Committee meeting and Cllr Tilbrook will meet with Mr Hamilton prior to this meeting to discuss the issues.

It was also noted that the Wiggonholt Association will be holding a meeting regarding the minerals plan on 5<sup>th</sup> April at 7pm in Pulborough Village Hall and all are welcome.

## **157. DISTRICT AND COUNTY**

County Cllr Arculus reported that the works to the road surface at Swan Corner had been completed. It had originally been hoped to incorporate these works into the planned improvement works for the area but the road surface had deteriorated to such an extent as to pose a safety risk and therefore needed to be carried out without delay.

Cllr Arculus also referred to the comments on the draft minerals plan and that transport is an issue due to the layout of the local roads and air quality issues in Storrington and she will be fighting the issue.

District Cllr Donnelly reported that discussions between West Sussex, East Sussex and Surrey County Council's regarding further devolution continue and a meeting is due to be held at County Hall the following week. The Government is keen to see such amalgamations and this would have an impact on parishes.

Plans to redevelop Swan Walk in Horsham have been published for consultation and would include new shops, restaurants together with a cinema.

Cllr Donnelly thanked Cllr Tilbrook for attending the Development Control South meeting where he spoke on behalf of the Parish Council in objection to the development at the Anchorage.

Finally, Cllr Donnelly reported that he had attended the exhibition by the developers on the land north of Glebelands.

#### **158. PAVILION**

The Chairman gave a report from the recent meeting of the working group and referred to notes from the meeting which had been circulated to Members.

The Chairman outlined that there were two options available.

##### **Option 1**

Would cost in the region of £900,000 and could include the provision of changing rooms for the sports clubs, a snooker room, youth centre, social facility for sports clubs and a parish meeting room.

##### **Option 2**

Estimated to be at a cost of £2 million and could involve a major redevelopment to include the provision of additional sports facilities, gym, additional function rooms etc.

It was noted that the Parish Council already has access to approx. £600,000 through earmarked reserves and S106 funding but that anything above this figure would have to be raised through grants and loans (either from HDC or the Public Works Loan Board).

Members discussed the options fully and at length and it was then proposed by Cllr Tilbrook, seconded by Cllr Esdaile and AGREED by a majority vote to pursue Option 1.

It was AGREED that the Chairman will approach Studio 5 Architects (who drafted the original plan) and ask them to rework the plans prepared previously, working within the same footprint to provide the facilities as outlined in Option 1 above and for a budget of £900,000 (inc VAT).

It was also AGREED that Cllr C Esdaile will approach Phil Goring, who built the West Chilmington Cricket Pavilion, and ask for his opinion of the costs involved.

Cllr Arculus also suggested that advice on the building be sought from Sports England.

#### **159. PARISH COUNCIL ALLIANCE FOR LOBBYING GATWICK STAKEHOLDERS**

Following discussion at the previous meeting (see Full Council 18<sup>th</sup> February 2016 minute no 146) Members received the revised motion prepared by Cllr Hare (attached as Appendix 1) which had been circulated to all Members and proposed that Pulborough Parish Council become part of the Association of Parish Councils Aviation Group (APCAG).

Members debated the issue and discussed the options of being an Associate of Full member. The Clerk reported that guidance had been received from SALC regarding Parish Councils using public funds to contribute to campaign groups and that this should be considered as the Full membership involved a contribution of £100 towards the group's activities.

Cllr Tilbrook then proposed that Pulborough Parish Council become an Associate member of APCAG motion with Cllr Lawson seconding and the motion was carried by a majority.

**RESOLVED : That Pulborough Parish Council become an Associate Member of the Association of Parish Councils Aviation Group**

Members noted that the Parish Council could change their membership to Full Membership at any time and the Clerk was instructed to make enquiries regarding SALC's advice about Parish Councils contributing to Campaign Groups.

Members then noted their continued support for PAGNE (previously discussed at Full Council 22<sup>nd</sup> January 2015 minute no 117).

Finally, the Chairman expressed his appreciation to Cllr Hare for his work on this issue and his efforts to accommodate the wishes of the Parish Council.

**160. RIVERMEAD**

Members received the recommendation of the R&OS Committee to accept the quotation of £1790 plus VAT from S R Brierley for works at Rivermead (*previously discussed under min no 98 of R&OS Committee meeting 14<sup>th</sup> January 2016*) and it was proposed with all in favour to accept the recommendation.

**RESOLVED: S R Brierley instructed to carry out agreed works at Rivermead at a cost of £1790 plus VAT.**

**161. VILLAGE MARKET**

Members noted that Mr Lawrie Ellis had confirmed that he was happy to continue to set up the Village Market stand. It was AGREED that Cllrs Henly & Court would assist him at the market on 26<sup>th</sup> March 2016. Cllr Quedstedt advised that he would also be in attendance that day.

**162. HIGHWAYS**

The Chairman reported that a good meeting had been held with Cllr John O'Brien, cabinet member for Highways at WSCC and that Jonathan Ullmer had accompanied him. Cllrs Henly, Kipp & Tilbrook had also been in attendance.

The improvements at Swan Corner are programmed for November 2016 but this will be reviewed to see if it is possible to bring forward.

The Lower Street improvements consultation and any subsequent design are scheduled in for the 2016/17 municipal year.

The extension of the 30mph at Codmore Hill has been accepted but no timescale for implementation has been given.

The other requested TRO's such as Broomers Hill have been rejected and a reasonable explanation given. It is hoped that the new TRO request process, which was announced at the recent CLC meeting, will result in a more transparent process.

Finally, the financial and staff restrictions were noted and the Chairman highlighted the need to focus on really important projects/issues and aim to get these implemented rather than submitting numerous projects.

**163. POST OFFICE**

Cllr Kipp had requested this item but had been unable to attend the meeting. Cllr Kipp had contacted the Chairman requesting that the issue be escalated once again with Nick Herbert MP and that an outreach service be requested.

However, the Chairman reported that events had overtaken Cllr Kipp's email and that it was reported that the application by Elite Garages to host the Post Office had been accepted. There would still be planning applications and the resulting changes to the site to accommodate the service and it was therefore AGREED to put this issue on hold until further details are known.

Cllr Court expressed concern about the suitability of the location, especially for the elderly and disabled. Whilst this concern was echoed by many Members it was also noted that in the absence of any other provider, any Post Office should be seen as a positive. It was noted that the issues of access should be carefully considered when any planning application comes before the Council.

**164. REPRESENTATIVES**

Cllr Tilbrook reported that he had attended the Older People's Forum at Horsham with Cllr Henly and that Jeremy Quinn MP had also attended. This had been a very interesting event and Cllr Tilbrook urged Members if possible to attend the next meeting.

Cllr J Esdaile reported that she and Cllr C Esdaile had attended an event organised by the Police regarding terrorism. The importance of the community acting as "eyes & ears" was stressed. Cllr C Esdaile reported that he will also liaise with Peter Jones of the LAT on the matter.

**165. CORRESPONDENCE**

The Correspondence is attached as Appendix 2.

Members noted and agreed with the response as drafted by the Clerk to the FOI request regarding the Neighbourhood Plan. The Clerk also highlighted the more recent email from the same person and advised that once again she would confirm to the sender that the PPNP simply allocates a site and that any issues of landownership are for the developer to resolve and should be dealt with if and when a planning application is submitted to HDC.

Members also instructed the Clerk to contact the Air Ambulance and invite them to speak at the Annual Parish Meeting in May.

**166. MATTERS RAISED BY COUNCILLORS FOR INCLUSION ON THE NEXT AGENDA**

WSCC Draft Minerals Plan - April P&S  
Pulborough Parish Neighbourhood Plan

**167. PAYMENTS**

Members approved the following payments and the cheques were signed.

<b>Payee</b>	<b>£</b>
Kent County Council	472.18
New Call Telecom Ltd t/a Fuel Broadband	16.63
A Tilbrook	6.60
Horsham Matters Ltd	249.94
E Henly	15.45
Ricoh UK Ltd	177.92
SSALC Ltd	17.00
Viking	79.75

***The meeting closed at 9.09pm***

.....Chairman

.....Date

UNCONFIRMED

## **ASSOCIATION OF PARISH COUNCILS AVIATION GROUP**

The Association of Parish Councils Aviation Group (APCAG) represents the elected Parish Councils of Pulborough, Wisborough Green, Kirdford, Ifold, Plaistow, and Loxwood. It has agreed the following policy and protocols with regard to aviation matters as they affect the lives of the members of these Parish communities, in line with the Government's stated objective of "protecting the quality of life of local communities" (Philip Hammond, March 2011).

### **Aim:**

To seek to protect the people in the APCAG member Councils' Parishes from unacceptable noise from aircraft movement and, by working with other stakeholders, to manage the effect of all changes to aircraft movements affecting these areas.

### **Purpose and Scope:**

- To represent the APCAG member Councils and their interests, on aviation matters, within and in relation to all relevant forums and groups.
- To guide the APCAG member Councils' contribution to consultations and awareness campaigns on aviation matters which will have an impact upon the residents of their communities and brief them on aviation matters.
- To articulate to the relevant authorities the concerns, issues and aspirations of the communities within the APCAG member Councils' boundaries with regard to the expansion plans for Gatwick's existing single runway and for the proposed second runway.

### **Main issues:**

1. Maximum Dispersal: Advocating a policy of and the operating procedures to deliver fair and equitable dispersal of aircraft movements based upon geography rather than population size.
2. Maximum Safe Height: Advocating a policy of and the operating procedures to deliver maximum altitude at all times with an enforceable regulatory discipline to control noise and disturbance on arrivals and departures at Gatwick Airport.
3. Noise Measuring: Advocating changes to noise monitoring metrics to accurately reflect the disturbance on the ground.
4. Night Flights: Advocating no increase in night flights and improved techniques for their management.
5. Aircraft modification: Advocating a ban on all unmodified Airbus 318, 319 and 320 aircraft, and those with a similar airframe, which have not been modified to reduce FOPP cavities and similar aircraft noise from December 2017.
6. Arrivals Review: to fully support the findings of the Gatwick Airport Independent Arrivals Review, closely monitor implementation of its recommendations and highlight deficiencies.
7. Departures Review: to advocate the establishment of a Gatwick Airport Independent Departures Review and to encourage buy-in from all of stakeholders.

APCAG will communicate concerns and matters of relevant interest to Members of Parliament, County, District and Town/Borough Councillors so that they are aware of the feelings of local communities on aviation matters and are thus in a position to influence Central and Local Government policy.

APCAG will provide the primary link between the APCAG Member Councils and other local Parishes, County, District and Town/Borough Councils and Gatwick Protest Groups to achieve a common voice which is reasonable, consistent, measurable, factual and objective.

**CORRESPONDENCE**

**FC 17<sup>th</sup> March 2016**

**All correspondence is available to view at the Parish Office (or can be forwarded via email) unless attached and marked Copied to Council.**

**Sussex PCC**

Newsletter - Feb 2016

**Sussex Police**

Invitation to briefing on local policing programme changes Monday 21<sup>st</sup> March. Copied to Council.

**HDC**

- i). Business Survey. Copied to Council
- ii). Billingshurst Village Centre - Draft SPD consultation. Closing date 29<sup>th</sup> April 2016

**LAT**

Minutes of meeting 2<sup>nd</sup> March 2016.

**WSCC**

Email from Jonathan Ullmer (Head of Highways) in response to an email from resident regarding Church Hill (A29)

**PAGNE**

- i). Letter from PAGNE to Chairman of Gatwick Airport. Copied to Council.
- ii). Letter to David Cameron signed by PAGNE. Copied to Council.

**SALC**

March 2016 Newsletter. Copied to Council

**Kent, Surrey & Sussex Ambulance.**

Offer to book a talk about the life-saving work of the charity as it takes delivery of a new helicopter.

**SDNPA**

- i). Agenda for meeting 10<sup>th</sup> March which included item regarding the approval of Draft West Sussex Joint Minerals Local Plan together with extract from report regarding silica sand. Copied to Council.
- ii). Local Plan Newsletter (February 2016)

**Publications**

"Pulborough Community News" - March 2016

"The Clerk" from SLCC - March 2016

"Clerks & Council Direct" - March 2016

**Post Office**

Update from David Hurst regarding Post Office. Copied to Council.

**Rural West Sussex Partnership**

Notification of Digital Connectivity Grant programme

**Tower Mint Ltd**

Sales letter for commemorative medal to celebrate HM Queen Elizabeth II 90<sup>th</sup> Birthday.

**Nutbourne Residents Association**

Copy correspondence between NRA and Jo Furber (Broadband team at WSCC)

**Pulborough Society**

March 2016 newsletter



**Resident Letter**

PPNP 2015/31 Notice of Legal Challenge. Copied to Council together with draft response to Freedom of Information request for approval by Council.

**Publications**

- i). AirS - Nuthurst Neighbourhood Plan
- ii). Mary How Trust - Spring/Summer 2016 Newsletter
- iii). Wey South Magazine - Spring 2016

**Sussex Police**

- i). PCC Newsletter. Copied to Council.
- ii). Invitation to briefing on Sussex Police Local Policing Model 21<sup>st</sup> March. Copied to Council

**SDNPA**

Invitation to AirS led event on Community Led Development - 23 March 2016. Copied to Council

**Savills**

Land north East of Glebelands - Exhibition boards. Copied to Council

**PCP**

Update from David Hurst following Piazza Italia. Copied to Council

**Harvest Fayre**

Invitation to attend 2016 event on 24<sup>th</sup> September 2016.

**CAGNE**

Update. Copied to Council.

**Residents Letter**

- i). Request for improvements to The Twitten. Copied to Council.
- ii). Further letter regarding inclusion of New Place Nurseries site in PPNP. Copied to Council.