



PULBOROUGH PARISH COUNCIL

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MINUTES OF A MEETING OF PULBOROUGH PARISH COUNCIL HELD ON THURSDAY 20TH APRIL 2023 AT THE VILLAGE HALL

PRESENT: Cllrs: Hare (Chairman), Campbell, Clarke, Court, Ellis-Brown, Esdaile, Hands, Henly, Hunt, Kay, Kipp, Riddle and Trembling

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

Prior to the formal meeting, the Chairman welcomed teachers and Year 6 students from St Mary's School, Pulborough. The students gave a short presentation on Fairtrade and how it is supported and promoted at the school.

The meeting opened at 7.35pm, following thanks given to the students and teachers for their informative presentation.

167. APOLOGIES FOR ABSENCE

Apologies for absence were received, and reason approved, from Cllr Davies (personal reason).

168. 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.

169. MINUTES OF FULL COUNCIL

The Council **RESOLVED** to **APPROVE** the Minutes of the Meeting of the Council held on 16th March 2023 as a true and accurate record of the proceedings and these were duly signed by the Chairman.

Clerk's Report

The Clerk reported that following the Council agreement to signing up to the pledge, the Civility & Respect Certificate had been received and was duly signed by the Chairman.

170. COMMITTEE MEETING MINUTES

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

155.1 Planning & Services Committee

Members received the Minutes of the Meetings held on 16th March and 6th April 2023. There was no Clerk's report.

155.2 Recreation & Open Spaces Committee

Members received the Minutes of the Meeting held on 9th March 2023. There was no Clerk's report.

155.3 Finance & Policy Committee

Members received the Minutes of the Meeting held on 23rd March 2023. There was no Clerk's Report.

171. ADJOURNMENT FOR PUBLIC SPEAKING

There were no public speakers.

172. DISTRICT AND COUNTY REPORTS

District Cllr Van der Klugt advised that the previously reported Climate Change Action Plan was approved by cabinet on 23rd March. The aim of the draft strategy is to support a strategy for the whole district, with recommendations for the whole community to work together to achieve the 2050 target. Horsham DC will be consulting on the strategy in the summer to lead to an updated, final strategy. The draft 93 page document is on their website. Some actions already taken include the Climate Change Community Fund and Nature Recovery Award.

District Cllr Clarke reported on several Horsham DC matters, including that the authority is buying up properties to house refugees, using combinations of central Government funds and HDC reserves; The Parish Council has just received CIL money of c £11k from HDC for two planning applications, as 15% of CIL monies from developer contributions.

County Cllr Kenyon gave her report covering various parish matters, noting that her written report had been circulated by email today (forwarded to Cllrs). She gave some updates on the A29, as the road had been partially re-opened by WSCC Highways on 18th April, correcting some points contained in a recent public letter from the MP. This had incorrectly given the partial re-opening of the A29 as one-way when in fact it is 2-way traffic light controlled, and had also contained incorrect information about the Section 151 details. She would be reinforcing at forthcoming WSCC meetings the need for response to emergency situations to be better. In other matters, WSCC Highways is dealing with extraordinary demand across the county; St Mary's School is keen to get a school crossing outside the school, which may come forward as a Community Highways Scheme / Traffic Regulation Order.

173. A29 LANDSLIPS AT CHURCH HILL

The Chairman noted that there had been a lot of circumspect views about the use of traffic lights for the re-opening, however so far the re-opening seemed to be working well, much assisted by the traffic lights being manually operated. He asked if Members had anything they wished to raise following the partial re-opening this week and the update from the County Councillor.

Members raised several points, in particular about the road signage regarding the re-opening, since the wording used, highlighting to expect long delays at Pulborough, was causing people to still avoid Pulborough, resulting in continued issues for local businesses. Comment was made as to the length of time taken for WSCC to reach re-opening the road when it could have happened much sooner. Was there a timeframe yet for how long until a permanent solution was achieved? It was pointed out that a main sewer drain had been tarmacked over in the re-opening works. Comment was also made that there were gas and water pipes running under the road and had a survey been undertaken of these?

With the Chairman's permission, Cllr Kenyon responded to some points made as follows: WSCC Highways wanted to ensure public were aware that there were traffic lights, however she would feed back suggestions for improved wording so that it was less off-putting or unhelpful for the local economy. There was still no timeframe available and

dialogue with the landowners for reaching agreement on solutions was still ongoing. It seemed likely that the temporary partial re-opening would continue for some time. As soon as an update on timelines was available she would share this. The manning of the traffic lights was in place to avoid traffic back up at either end of the traffic lights, especially Swan Corner. This would be kept under review as it is an expense. The delay in getting the road re-opened was due to WSCC Highways having been very close to reaching agreement, it was understood, so there had been some 'false dawns'. The Highways view had always been that the road should not be opened for safety reasons and that the preferred option was to seek mutual agreements. WSCC Highways was aware of the covering of the drain and she had been assured that if access is required this would be effected. She had also raised with WSCC Highways the matter of service pipes running beneath the repairs and had been assured they were aware of this.

174. ANNUAL PARISH MEETING AND ANNUAL REPORT

Members considered the draft agenda for the Annual Parish Meeting on 11th May 2023. The Chairman reported that Helen Peacock, HDC Environmental Co-ordinator, had agreed to give a talk about the Wilder Horsham project and climate change initiatives. The Clerk asked whether Members wished to add the A29 as an item. It was **AGREED** to approve the agenda with that addition. Members also **AGREED** the draft Annual Report, subject to final financial figures awaited and an update on the Chairman's section relating to the A29.

175. RISK REGISTER

Members considered the Risk Register and the Clerk's written report. The report advised that an audit of the full Risk Register had been undertaken and that as this was later than usual, the next review would be brought to Council early in the new administrative year to bring back into a more appropriate timeline. Discussion took place as to whether the risks were adequately mitigated against, as some Members felt that the Council was exposed to risk in some areas. Following discussion, it was **RESOLVED** to approve adoption of the Risk Register, subject to an early review for the new civic year 2023-24. The Clerk would plan to bring this to the July full Council meeting, ideally following review by the Finance & Policy Committee first. A recorded vote was requested, voting being as follows:

For:	I Hare, J Campbell, E Henly, B Kay, E Kipp, L Trembling, R Court
Against:	E Hunt, P Hands, L Ellis-Brown, J Esdaile, F Riddle
Abstained:	P Clarke

176. SPORTS PAVILION REBUILD / REFURBISHMENT PROJECT

The Chairman of the Finance & Policy Committee reported on the meeting 28th March 2023 between members of the Finance & Policy Committee and the project architect. Now that planning permission had been granted, the next step was to update the financial costs of the project as the previous costing was several years ago. It was noted that future public consultation and re-engagement with the sports clubs will be needed, once costings are known. It was **RESOLVED** to approve the quotation via the architect for the previous quantity surveyor to provide updated figures, at a cost of £500 (no VAT).

177. NEIGHBOURHOOD WARDENS' REPORT

Members noted the Neighbourhood Wardens' March 2023 report, previously circulated.

178. PULBOROUGH NEIGHBOURHOOD PLAN

The Chairman reported on the meeting he attended on 27th March 2023 with the NP Steering Group Chairman, hosted by HDC for the parishes awaiting referendum. HDC representatives included the Director of Place, the Head of Strategic Planning, Council Leader and Cabinet Member for Planning. The Chairman of HALC has been very supportive.

The meeting was clearly structured around legal advice, which was that the neighbourhood plans awaiting referendum must run in parallel with the Local Plan to avoid the risk of legal challenge. The timeframe for the HDC Local Plan is for ratification of policies likely to go through cabinet in June, then full council probably in November. Assuming this schedule, and allowing for public consultation, it was likely that Pulborough Neighbourhood Plan will go to referendum in 2024. Importantly, Pulborough Neighbourhood Plan had passed Examination stage and therefore had a legal status. With permission of the Chairman, the Neighbourhood Plan Steering Group chairman, who was present, spoke briefly to reinforce these comments, adding that it was important that the Neighbourhood Plan be maintained as it is and that several experienced solicitors are comfortable with the advice from HDC.

179. PULBOROUGH VILAGE MARKET

Member representatives appointed to attend the market on Saturday 22nd April 2023 were Cllrs Kay, Kipp and Henly and Cllr Court hoped to attend for part of the morning.

180. REPRESENTATIVES ON OUTSIDE BODIES

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

Cllr Hare reported on the PCP meeting attended the previous evening. A new concept being looked at is having a Pulborough Pier adjoining the Village Hall, to attract visitors for the vistas over Pulborough Brooks.

Cllrs Kipp and Hunt reported on the views of traders, who were very concerned about the impact of traffic lights at the A29 landslip. Cllr Hunt said that footfall in the village is over 50% down since January, with some businesses talking of redundancies or closure.

Cllr Hunt spoke about community gardeners: Wildflowers planted were coming up and Pulborough had been entered into the Britain in Bloom competition.

Cllr Esdaile reported on the 5th April 2023 meeting she attended hosted by District Commander Sarah Leadbeatter to discuss local neighbourhood policing within the district. They are working on establishing one person who can be contacted by parishes with concerns. We will be given a name to call direct about problems such as antisocial behaviour.

Cllrs Esdaile, Clarke and Ellis-Brown had attended some HDC workshops on climate change.

Cllrs Esdaile and Ellis-Brown had put up 8 swift boxes in the area this week.

181. CORRESPONDENCE

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

182. CHAIRMAN'S ANOUNCEMENTS AND URGENT MATTERS

There were no reports made.

183. 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.

	£
Business Stream	£6.15
Business Stream	£14.72
Laser (Kent County Council)	£642.66
Laser (Kent County Council)	£313.78
NatWest Bank	£2.10
Daisy Communications	£25.06

The meeting closed at 8.59pm.

.....Chairman

.....Date

UNCONFIRMED

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

- News release 10.03.23 County Council supports bid to tackle abuse and intimidation towards local councillors.
- News release 10.03.23 New school for children with special needs coming to West Sussex.
- News release 17.03.23 Home where 'children thrive and flourish' rated Outstanding again.

HDC

- Email 15.02.23 HDC Economic development: End of Year Newsletter 2022, which can be viewed at https://issuu.com/hdcecondev/docs/2022_hdc_ed_end_of_year_newsletter_v5
- Email 08.03.23 Celebrating HM The King's Coronation.

NALC

Chief Executive's Bulletins 10.03.23, 17.03.23, 31.03.23 and 14.04.23. Topics include International Women's Day, Standards Matter, NALC Make A Change and LGA Be A Councillor campaigns, Levelling Up and Regeneration Bill, NALC achieves Cyber Essentials certification, BBC announces license waiver for Coronation events, Improvement and Development Board re. mandatory training for councillors and the future of the Civility and Respect Project.

HALC

Advance notice that the HALC meeting with Horsham DC will take place Face to face at HDC offices on Wednesday 26th July 2023 in the evening, details to be confirmed. This will be an opportunity for new parish and district councillors to meet each other. The HALC AGM will precede this (HALC members only).

Sussex Police & Crime Commissioner

E-news 10.02.23, 17.02.23, Topics include Launch of game-changing tool to cut down on shoplifting and ASB; Funding boost for Sussex communities, £1.5m received from the Safer Streets 4 fund.

Sussex Alerts

E-newsletters: Action Fraud 27.03.23 WhatsApp account takeover scam; Neighbourhood Watch 02.04.23 Get Safe Online; Neighbourhood Watch 03.04.23 Our News; Sussex Police 04.04.23 Horsham News and appeals.

Southern Water

Email 03.04.23 from Stakeholder team: Pioneering solutions to reduce storm overflows 'will bring nature back to communities'.

Carers Support.org.uk

Email 13.03.23 Campaign launch to give carers their childhood back.

Horsham District Befriends

Email 09.03.23 Notification of a new befriending service in Horsham District.

Residents

Nutbourne Residents Association AGM Minutes 29.01.23.

CAGNE

Bulletins 160 14.03.23 and 161 11.04.23