



## PULBOROUGH PARISH COUNCIL

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### **MINUTES OF A MEETING OF PULBOROUGH PARISH COUNCIL HELD ON THURSDAY 16<sup>TH</sup> MARCH 2023 AT THE VILLAGE HALL**

**PRESENT:** Cllrs: Hare (Chairman), Court, Davies, Ellis-Brown, Hands, Henly, Hunt, Kay, Kipp and Riddle

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

*The meeting opened at 7.30pm.*

**152. APOLOGIES FOR ABSENCE**

Apologies for absence were received, and reasons approved, from Cllrs Campbell, Clarke, Esdaile, Lawson and Trembling (all for personal reasons).

**153. 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.

**154. MINUTES OF FULL COUNCIL**

The Council **RESOLVED** to **APPROVE** the Minutes of the Meeting of the Council held on 16<sup>th</sup> February 2023 as a true and accurate record of the proceedings and these were duly signed by the Chairman. There was no Clerk's report.

**155. 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 16<sup>th</sup> February and 2<sup>nd</sup> March 2023. There was no Clerk's report.

**155.2 Recreation & Open Spaces Committee**

Members received the Minutes of the Meeting held on 9<sup>th</sup> February 2023. There was no Clerk's report.

**155.3 Finance & Policy Committee**

Members received the Minutes of the Meeting held on 23<sup>rd</sup> February 2023. There was no Clerk's Report.

**156. ADJOURNMENT FOR PUBLIC SPEAKING**

The Chairman welcomed a resident who had registered to speak regarding agenda items 7, A29 Landslips at Church Hill. The meeting was **adjourned** at 7.33pm and **reconvened** at 7.36pm whilst they addressed the meeting.

The resident spoke to request that the Parish Council consider requesting a Traffic Regulation Order (TRO) for Church Hill in view of the heavy traffic impact on the A29, highlighted by the landslip incident.

The Chairman thanked the resident for their time and input.

**157. DISTRICT AND COUNTY REPORTS**

District Cllr Van Der Klugt reported that a climate change plan for the whole district to be carbon neutral by 2050 had been drawn up, which will involve partnership working. HDC also had its own carbon neutral plan relating to things under HDC control, which has already achieved a significant reduction, with the objective of being carbon neutral by 2030. She also reported briefly as a member of the South Downs National Park Authority on a recent meeting with parish representatives focussing on parish priorities.

County Cllr Kenyon had supplied a written report on her activities for the parishes she represented, which had been forwarded to Councillors. Referring to the proposed TRO request under the previous item, she stated that this would have her support. With the Chairman's permission, she read out a statement giving the WSCC position on the A29 landslip/road closure at Church Hill, having had a meeting that afternoon with the Cabinet Member for Highways & Transport and the Director of Communications. This emphasized the nature of ongoing and sensitive discussions with the landowners concerned to reach agreement on the way forward and reasons for delay. Cllr Kenyon outlined the options that might be available for re-opening the road and issues those might present. She also explained what her role is and what she is doing, such as liaising directly with the Parish Council, residents and WSCC Highways, making recommendations to Highways on diversions, signage, road repairs, community communications and approach. A copy of Cllr Kenyon's full reports to the meeting and WSCC statement are available from the Parish Office on request.

The Chairman advised that he would allow Cllr Kenyon to answer Members' questions under the next agenda item, with each allowed up to 3 minutes as per Standing Orders.

**158. A29 LANDSLIPS AT CHURCH HILL**

Before opening the item for debate, the Chairman stated that in the knowledge of several points needing in depth consideration, it was likely that some matters arising would form agenda items for the next Planning & Services Committee meeting. He reminded all that given the level of interest for this topic, the number of Members wanting to speak, and timely movement to remaining agenda items, Members should limit their comments to 3 minutes each. Members raised the following questions and comments, with responses noted where applicable:

1: There is no scientific evidence of instability, it is purely topsoil; The traffic lights at Tesco do not hold things up much, so could work at the landslip site; I have proposed an alternative, safe footpath in the Glebe field but have not had response, things are so dangerous for pedestrians;

CK response: The sub-strata is not moving but there are professional views on the stability and geology involved; There are differing views regarding use of traffic lights in re-opening the road; The footpath sounds a good idea and should be 'in the mix'.

2: Very large lorries and shipping containers are using the route, can they not be re-routed, if they are not serving Pulborough?

CK response: This could be part of a TRO request. In Ludlow for example, such HGVs are not allowed into the village.

3: I support the proposal for width and weight restrictions and in addition to the road impact the bridge is deteriorating.

CK response: I hear assertions that the bridge is falling apart: There are cracks but I can assure people that the bridge is regularly inspected and it is sound.

4: There has been historical discussion around possible weight restrictions, and in 2019 the PPC A29 Stakeholder Group was established though we were told that the route could not be altered owing to its status as a major route network . At the recent public meeting the Assistant Director of Highways has said that this classification would be reconsidered.

5. Recently a UK coach has driven past road closed signs and had to be redirected by a resident – the signage is very unclear for drivers.

CK response: I have asked the officer responsible to look at providing different signage for different users, ie for local traffic and for wider traffic use, and for signage to be consistent. I am pushing very hard on this.

6: There is a problem with drivers ignoring the signage; People moving signs is an issue and in terms of re-positioning them this should only be done by WSCC personnel.

7: This incident has not been treated as an emergency. There are actions that should have been taken to get the road open. We are in danger of losing businesses. There have been no communications. Can you confirm that there is money in the budget to repair the roads that have been destroyed, including historic walls?

CK response: One of the things I want to address going forwards is how such incidents are dealt with. Part of the issue has been the sensitivities around individual people involved. Highways people were in contact with residents within days of the incident. I do want to see proper repairs to those roads impacted by this. An extra £4.5m has been found in the budget for extraordinary repairs and there has been discussion about fixing those roads already. I will be pushing for this.

8: There are things to take and learn from this, a Transport Plan being one of them; It is a golden opportunity to ensure improvements. WSCC is not meeting its KPI (key performance indicator) for responding to potholes within timeframe. Alternative roads as diversions must be maintained to the highest standards.

CK response: I agree with you, let's push hard on the projects that could come out of this situation as positives. Re. the potholes KPI, I have raised that specific question. The reply received was that this is simply a case of the season and so it is anticipated that this will be recovered in the summer period. The better repairs unfortunately have to await better weather. The diversion roads are A roads but local people know about the back roads and other drivers use sat navs. We are trying to work collaboratively with sat nav companies. We never divert to a B road or unclassified road.

9: It would be very helpful for the WSCC website to show updates on work being done and timelines for each phase, at a high level. You have said in your update that some of the signage wanted simply doesn't seem to be available. Having professional experience, I can provide details of a company that could supply proper signs tomorrow if that would help. In addition to the £4.5m you have already identified, there is also £3m WSCC budgeted and £7.16m of Government funding so circa £15m available for 2023/24. I would hope that some of that money will be put into Pulborough.

CK response: I will be lobbying for that money. Regarding timelines, I have been asking for that since January. There is reluctance due to not wishing to give wrong expectations.

Regarding signage, that information is helpful but we will need to ensure it is highways compliant.

*[NB: Points arising from Min. 156 and Min. 158 referred as agenda items for the Planning & Services Committee meeting 06.04.23 are: i) TRO for Church Hill; ii) Repairs to roads/verges etc impacted by traffic as a result of the A29 road closure; iii) Proposal for safe pedestrian footpath.]*

**159. PULBOROUGH NEIGHBOURHOOD PLAN**

The Chairman reported that he and the Neighbourhood Plan Steering Group Chairman were attending a meeting with HDC on 27<sup>th</sup> March, for all parishes awaiting referendum, for a position update. Senior officers and Members of HDC would also be in attendance, as would the Chairman of HALC (Horsham Asscn of Local Councils), who had been extremely supportive. It was concerning that it appeared HDC would not have its Local Plan in place until the end of the year, and he hoped that the Pulborough Neighbourhood Plan could be progressed in the meantime.

**160. NEIGHBOURHOOD WARDENS' REPORT**

Members noted the Neighbourhood Wardens' February 2023 report, previously circulated. The Chairman reported briefly on the recent quarterly Neighbourhood Warden Steering Group meeting he attended. Discussion had centred chiefly around the A29 road closure and several individual projects the wardens are supporting.

**161. SPORTS PAVILION REBUILD/ REFURBISHMENT PROJECT**

Members noted that the Parish Council's planning application had at last been approved, with a number of conditions. The Chairman reported that a meeting with the architect is being arranged and the matter will be on the next Finance & Policy Committee agenda.

**162. PULBOROUGH VILAGE MARKET**

Member representatives appointed to attend the market on Saturday 25<sup>th</sup> March 2023 were Cllrs Hare and Hunt from 9am-10am, with Cllr Henly also attending during the morning, and Cllr Court from 10.30am. Cllrs Kay and Kipp would endeavour to attend part of the morning.

**163. REPRESENTATIVES ON OUTSIDE BODIES**

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

- Cllr Hare briefly reported on the recent HALC meeting. Delays to the HDC Local Plan are concerning. HALC is supporting parishes awaiting Neighbourhood Plan referendum.
- Cllr Hare, as Chairman, attended the recent ordination of the new Baptist Minister.
- Cllr Hands reported on her recent attendance of the online Sussex Police Roads and Transport Summer Road Safety briefing. The focus had been on drink driving and seatbelts. Disappointingly, the roads and transport policing team were completely unaware of the traffic impacts in Pulborough following the A29 road closure. She had been told that that team regularly holds meetings with parish clerks. The Clerk confirmed that no such meeting invitations had been received, other than the quarterly meetings arranged by WSALC with the Police & Crime Commissioner's representative, which clerks attend.
- Cllr Hunt reported on trader activity: A big push was in progress to promote local businesses and they are working with Visit Horsham to publicise the Pulborough local offering.
- Cllr Ellis-Brown had attended a recent HDC Climate Change Workshop. There is a 'knowledge hub' that he can forward links to. Another meeting is planned for July and recommended actions which he can share.

**164. CORRESPONDENCE**

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

**165. CHAIRMAN'S ANOUNCEMENTS AND URGENT MATTERS**

The Chairman reminded Members that the Deputy Clerk would very shortly be leaving the Council. This will leave the office short staffed for a time, with additional pressure on the Clerk. He asked Members to bear this in mind when contacting the office.

**166. 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.

	£
KCS Procurement Services	£76.78
Horsham District Council	£62,006.00
Pulborough Social Centre (Village Hall)	£50.00
Business Stream	£819.76
DCK Accounting Solutions Ltd	£603.84
Laser (Kent County Council)	£658.57
Daisy Communications	£44.05
NatWest Bank	£3.15

*The meeting closed at 9.00pm.*

.....Chairman

.....Date

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

- News release 17.02.23 Council approves plan and budget to deliver investment and support;
- Email 20.02.23 Budget 2023/24 Special Edition Invest and Support;
- News release 21.02.23 youth Cabinet raise cost of living concerns for young people in West Sussex;
- News release 23.02.23 Adult maths and numeracy skills boost for Sussex – free online courses;
- Get Safe Online email 28.02.23 top tips for protection against online purchase scams;
- News release 02.03.23 WSSC Thanks all those who attended the public meeting about the A29 closure in Pulborough;
- News release 07.03.23 West Sussex Libraries' March Wellbeing Month;
- Email 02.03.23 WSSC Community Safety & Wellbeing team are running a free 1 hour Courier Fraud Webinar on 15.03.23 at 10am to raise vital awareness about this crime. Direct web address to book: <https://www.eventbrite.co.uk/e/courier-impersonation-fraud-webinar-tickets-547536214557>;
- News release 03.03.23 Unseen Deadly Danger – West Sussex Trading Standards remind residents to be careful when buying electrical products online, after a person suffered a serious electric shock from a device bought on Amazon;
- Email 08.3.23 Notification of changes to Highways Online Reporting – The Love West Sussex app will be shut down on 28<sup>th</sup> April 2023, replaced with Report a problem with a road or pavement tool, URL: <https://www.westsussex.gov.uk/roads-and-travel/make-an-enquiry-or-report-a-problem-with-a-road-or-pavement/>

**HDC**

Latest news 08.03.23: Free licences for Coronation street parties; New funds to improve community safety and help cost of living; Council support for Pulborough based businesses.

**NALC**

Chief Executive's Bulletins 10.02.23, 17.02.23, 14.02.23 and 03.03.23. Topics include King's Coronation celebrations, Final local government finance settlement, Section 137 limit 2023/24, Voter ID in May local elections; The Levelling Up and Regeneration Bill; Standards Matter; 1000 local councils sign the Civility and Respect Pledge; New NALC cost-of-living support webpage.

**WSALC**

Email 08.03.23 forwarding details of The Carbon Literacy Project, which is hosting a webinar on Monday 20<sup>th</sup> March at 10.30am to mark the launch of their new Parish, Town and Community Councils Toolkit ~Course.

**Sussex Police & Crime Commissioner**

E-news 10.02.23, 17.02.23, 24.02.23 and 03.03.23. Topics include Home Secretary praises Sussex Police for crackdown on antisocial behaviour; Police visibility is a priority; Domestic abusers will be watched more closely; Hundreds of students attend Safer Schools event.

**Sussex Alerts**

E-newsletters 15.02.23, 22.02.23, 28.02.23, 28.02.23, 06.03.23 and 07.03.23. Topics include Fraud Newsletter February edition; Horsham News & Appeals February; You too can buy or sell a vehicle safely online/Advice from Get Safe Online; Horsham News & Appeals February (2); Neighbourhood Watch's biggest recruitment drive launched; Horsham News & Appeals March.

**Pulborough Community Partnership**

Minutes of meeting 08.02.23 (forwarded to Cllrs)

**Residents**

Copy of emails 07.03.23 to WSCC and Highways re. traffic lights at New Place Road junction;  
Email 07.03.23 querying roadworks/traffic lights at New Place Road junction.

**Rotary ~Club of Storrington & Pulborough District**

Collections for survivors of the Turkey /Syria earthquake and thanks to the communities for prompt and generous support in raising £4,000.

**Grant Aid**

Email 01.02.23 from West Sussex Mind with report on the spending of the £100 2021-22 grant.

**DD Airspace Gatwick**

Email 03.03.23 with stakeholder presentation, feedback, questions and Gatwick team responses discussed during the FASI South update briefings held on 25<sup>th</sup> and 30<sup>th</sup> January and 2<sup>nd</sup> February 2023.

**Publications**

Clerks & Councils Direct, March 2023, issue 146.

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