



# PULBOROUGH PARISH COUNCIL

*Working together for a better future*

**ATTENTION: THE PUBLIC HAVE A RIGHT TO ATTEND THIS MEETING AND THEREFORE A PUBLIC SPEAKING ITEM HAS BEEN INCLUDED ON THE AGENDA.**

**ANY RESIDENT WISHING TO SPEAK ON ANY ITEM SET OUT ON THIS AGENDA MUST INFORM THE PARISH CLERK NO LATER THAN 12 NOON THE DAY PRIOR TO THE MEETING.**

You are hereby SUMMONED to an Ordinary Meeting of Pulborough Parish Council which will be held at **Pulborough Village Hall** on **Thursday, 19<sup>th</sup> January 2017 at 7.30pm.**

## **AGENDA**

### **1. APOLOGIES FOR ABSENCE**

To receive and approve the apologies for absence

### **2. DECLARATIONS OF INTEREST AND CHANGES TO REGISTER OF INTERESTS**

To receive Councillors' declarations of interest on any of the agenda items and to note any changes to Councillors' Register of Interests

### **3. MINUTES**

#### **3.1 Full Council**

To approve the Minutes of the meeting held 24<sup>th</sup> November 2016 (attached) and to receive the Clerk's report on issues raised at the meeting

#### **3.2 Planning and Services Committee**

To receive the Minutes of the Meetings held on 24<sup>th</sup> November and 8<sup>th</sup> December 2016 and 5<sup>th</sup> January 2017 (attached unless previously circulated) and to receive the Clerk's report on issues raised at the meetings

#### **3.3 Recreation and Open Spaces Committee**

To receive the Minutes of the Meeting held on 17<sup>th</sup> November 2016 (attached unless previously circulated) and to receive the Clerk's report on issues raised at the meetings.

### **4. ADJOURNMENT FOR PUBLIC SPEAKING, TO INCLUDE REPORT FROM NEIGHBOURHOOD WARDENS IF AVAILABLE**

The Chairman will invite those residents who have given formal notice, to speak once only in respect of

- a) business itemised on the agenda and residents shall not speak for more than **5 minutes** or **10 minutes** if he/she is speaking on behalf of others such as a residents group
- b) if time permits, any other business not itemised on the agenda for which no discussion/decision is permitted and residents shall not speak for more than **2 minutes**

### **5. DISTRICT & COUNTY**

To receive any reports of the District and County Councillors present

6. **NEIGHBOURHOOD PLAN (NP)**  
To receive reports and recommendations from the Neighbourhood Plan Steering Group, including:
  - Approval of proposed letter to Horsham District Council from Chairmen of: Parish Council, Planning & Services Committee and Neighbourhood Plan Steering Group, regarding cumulative traffic and parking issues in Station Road resulting from multiple separate planning applications (draft letter to be circulated)
  - Update on request for HALC agenda item on Neighbourhood Plan issues, and agreement of any further action considered necessary
7. **BUDGET AND PRECEPT YEAR END 31S MARCH 2018**  
To receive the recommendation of the Finance & Policy Committee and any updated information (F&P Min. 69, 10.11.16 refers) and agree the budget and required precept for the year ending 31<sup>st</sup> March 2018 (Copied to Council)
8. **PARISH COUNCIL VACANCY**  
To note that due to the recent resignation of Cllr Christine Mortimer, a vacancy now exists and that the required notice has been displayed publicising electors' democratic rights (LGA 1972)
9. **COMMITTEE VACANCY AND APPOINTMENTS TO COMMITTEES**  
To note vacancy on Planning & Services Committee and consider appointment of Cllr V Wilson. To also consider additional appointment to Recreation & Open Spaces Committee of Cllr V Wilson
10. **SPORTS PAVILION REBUILD PROPOSALS**  
Update following recent informal meeting with HDC Officer and to consider the way forward
11. **INTERNAL AUDIT REPORT 2016-17 (INTERIM)**  
To receive and note the report (Copied to Council)
12. **WEB HOSTING SUPPORT AND EMAIL SERVICE**  
To receive costs involved to migrate email addresses to Microsoft Office 365, which will replace the cancelled 'pop3' email service, noting imminent increases from Microsoft Office. Also, to decide which Councillor email addresses to retain and note costs involved. (Copied to Council)
13. **PUBLIC ART SCHEME AT STANE STREET, PULBOROUGH, DC/15/1084**  
To consider invitation to participate in proposals for public art by developer under S106 Agreement and appoint Member to Selection Panel (Correspondence previously copied to Council)
15. **BANK SIGNATORIES**  
To review current signatories held on Bank Mandate and amend as necessary (Copied to Council)
16. **VISITOR ECONOMY STRATEGY FOR HORSHAM DISTRICT**  
To note invitation from Horsham District Council to consider Visitor Economy priorities (Copied to Council)
17. **VILLAGE MARKET**  
To agree Councillor attendees at the market on Saturday 28th January 2017
18. **REPRESENTATIVES**  
To receive reports from Members representing the Council on other organisations

**19. CORRESPONDENCE**

To note items of correspondence and to give guidance to the Clerk in responding.  
(Copied to Council)

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

**21. PAYMENTS**

To approve the payments for signing. (Details to be circulated to Members prior to meeting)

**Heather Knight  
Clerk**

**Dated 13<sup>th</sup> January 2017**

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