



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 30th JUNE 2016 AT PULBOROUGH VILLAGE HALL

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

IN ATTENDANCE: District Councillor Brian Donnelly, 1 member of the public and Lisa Underwood (Acting Clerk).

The meeting opened at 7.29pm

25. APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs. Clarke & Tilbrook.

26. DECLARATIONS OF INTEREST

There were no declarations of interest

27. MINUTES

27.1 Annual Parish Meeting

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held 12th May 2016 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

Clerk's Report

Nothing to Report

27.2 Annual Meeting of the Council

The Council **RESOLVED** to agree and approve the Minutes of the Meeting held 19th May 2016 as a true and accurate record of the proceedings and the Chairman of the meeting signed them.

Clerk's Report

Nothing to Report

27.3 Planning & Services Committee

Members received the Minutes of the Meetings held 9th June 2016.

Clerk's Report

Nothing to report.

27.4 Finance & Policy Committee

There were no minutes for May 2016 to receive.

27.5 Recreation & Open Spaces Committee

Members received the Minutes of the Meeting held 26th May & 16th June 2016.

Clerk's Report for 26th May 2016 (Already advised to R&OS Members at their meeting on 16th June 2016).

Item 6 - Outside Gym Equipment

Sovereign have provided a response regarding the statement 'Surfacing will follow undulations of ground, no allowance has been made for levelling', they have also sent photographs of installed equipment in situ with grass guard tiles in place, which were circulated in 'Additional Correspondence'. After some discussion regarding the look of the grass guard tiles, Members AGREED to proceed as agreed at the R&OS meeting on 26th May 2016, item 6.

HDC have sent the Parish Office a S106 funding application, which needs to be completed and sent by 8th July 2016, which will then be considered at the Planning Obligation Panel meeting on 8th August 2016. If approval is received, the Acting Clerk can then instruct Sovereign to start the works.

Item 9 - Tri-Annual Survey - Quotations of Tree Works

The Acting Clerk has completed a tree works planning application to obtain approval for the works to be carried out.

The Tree Surgeon advised that with regards to considering nesting birds for the P2 items, works can still be carried out as long as the bird's nests are not disturbed. The Tree Surgeon can return to do the work at a later date, if necessary.

Subsequent to the meeting, Cllr. Lawson advised that the on-going maintenance inspections for P2 works, should probably be carried out twice a year, rather than the suggested 3 monthly inspections. The Acting Clerk will amend the diary system accordingly.

Item 12 -S&SC

The Acting Clerk advised the S&SC that they should obtain a report and quotations for the leaking roof and submit them to the R&OS Committee, as instructed. The S&SC have replied to say "they do not feel competent to undertake this option..." (copy email circulated packs at the meeting). The Acting Clerk suggested she could provide a list of suitable Contractors from Checkatrade to the S&SC. Cllr. Hare suggested that rather than get a roofing contractor to go to site, a general repair person could assess the situation. The Acting Clerk advised she will contact Derek Paxton and take his advice.

Clerk's Report for 16th June 2016

Nothing to Report.

28. ADJOURNMENT FOR PUBLIC SPEAKING

The Chairman welcomed Mr Lawrie Ellis who had given notice to speak under agenda item 4b (business not itemised on the agenda) regarding the condition of the pavements in Lower St.

Meeting adjourned : 7.35pm

Meeting reconvened : 7.39pm

The Chairman thanked Mr Ellis for his comments.

29. NEIGHBOURHOOD PLAN UPDATE

Cllr. Qusted advised that he and Richard Keatley are due to have a meeting with HDC on Tuesday 5th July, where they are hoping to come away with confirmation that HDC are happy for the Regulation 16 procedure to be put into place. The advice from Arco is that there is no reason for this not to go to examination.

Cllr. Qusted went on to say that he and Richard had held a meeting with Mrs Macari and her two sons, who are considering development of the Toat Cafe area, looking at some commercial and some domestic development. Cllr. Qusted and Richard will talk to HDC regarding this.

30. SPORTS PAVILION UPDATE

Cllr. Qusted advised that he has been trying to get in touch with the Architects to re-look at the plans to include more in the way of youth facilities and less of a drinking area. It was questioned whether the Snooker Club needed all the existing space they have. The Acting Clerk was instructed to set up a meeting with Cllrs. Wallace, Henly, Court, Qusted, C & J Esdaile and Mike Walsh. The Acting Clerk did point out that he may be away until September, but she will make contact with Mike.

31. LOCAL GOVERNMENT PENSION SCHEME (LGPS) EMPLOYER DISCRETIONS POLICY

Members received the LGPS Employer Discretions Policy drafted by the Acting Clerk and the recommendation of the F&P Committee to adopt the policy. Members AGREED to adopt the policy and the Chairman signed it accordingly.

Resolved: To adopt the LGPS Employer Discretions Policy

32. DISTRICT AND COUNTY

Cllr. Donnelly advised that WSCC are currently in talks regarding the amenity tip consultation, but fly-tipping is a concern if sites are closed. The waste operation is also under review, looking at replacing the side loaders with rear loaders.

WSCC are looking at shared services with Arun and Chichester for legal, HR and internal audit services.

A rural village car park survey is due to be conducted shortly and parish councils will be contacted to arrange a meeting to discuss their rural car parks. Cllr. Donnelly would like to be present when a meeting is held with Pulborough Parish Council. Cllr. Donnelly advised that the current business rates work out at £45.00 per space for Lower St car park. Cllr. Qusted asked if there was feasibility for parish councils to take over the running of the rural car parks, Cllr. Donnelly said that WSCC would welcome that, but running costs can be quite high compared to the revenue they bring in.

Cllr. Qusted went onto ask if he would need to attend the Planning Obligation Panel meeting when approval is sought for S106 monies for the outside gym equipment. The Acting Clerk advised that she will ask Melanie Stowell about this. Cllr. Donnelly would also like to know when the application will be considered.

Cllr. Wallace asked if Cllr. Donnelly knew anymore about the existing Harwoods site, but Cllr. Donnelly does not.

33. REPRESENTATIVES

Cllr. Kipp has spoken to the Lower St traders who said that Lower St was very busy on the day of the Referendum and they hadn't seen that many people for a long time. Cllr.

Kipp went onto say that the Lower St Regeneration should not be delayed further by having another public exhibition and although only 6 replies were received to the most recent consultation, she has the survey responses from 2 years ago. Cllr. Kipp agreed with Mr Lawrie Ellis that the pavement condition in Lower St is very poor. Cllr. Wallace suggested that himself, Cllrs. Kipp, Quested and any other interested parties should meet to go over the survey results. Cllrs Wallace and Kipp will arrange a meeting.

34. REPRESENTATIVES

Cllr. Hare advised that there has been some 'political manoeuvring' over representatives for the Noise Management Board. However the first meeting was held and members of the meeting were very surprised about the openness of Gatwick and airline representatives.

Cllr. Hare is waiting for information before contacting SALC to clarify Parish Councils financial contributions to APCAG. The High Weald group have 23 parishes in their group. Finally, Billingshurst Parish Council have given APCAG an open meeting for all Billingshurst residents in September.

It was commented that news regarding a 2nd runway at Heathrow or Gatwick is now being deferred until October 2016.

35. CORRESPONDENCE

The Correspondence is attached as Appendix 1.

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

- **Sports Pavilion**

Whilst Cllr. J Esdaile didn't want this as an agenda item, she commented that Pulborough train station is in need of restoration and would like the Parish Council to write to Network Rail about this. Members AGREED to this. Cllr. J Esdaile will draft a letter and send it to the Parish Office.

37. PAYMENTS

Members approved the following payments and the cheques were signed.

Payee	£
WSCC	4785.04

The meeting closed at 8.31pm

.....Chairman

.....Date

CORRESPONDENCE**FC 30th June 2016**

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

Post Office

Decision letter from the Post Office. Copied to Council.

HALC

Minutes of meeting on 25.04.16. Copied to Council.

Pulborough Society

Newsletter April 2016.

SLCC

News bulletins 03.06.16 & 20.06.16. Copied to Council.

Italian Market

Email advising that the likely date for the Italian Market in Lower St car park is Sunday 9th October 2016. Vans will arrive at 7.30am to set up for opening at 9.00am. Power is from a silenced generator. *Ok with Members?*

CAGNE

- Letter to Downing St. Copied to Council.
- Bulletin May 2016.
- Bulletin - June 2016.

APCAG

- Notification of Gatwick Airport's Arrival Review final action plan - website link www.gatwickairport.com/arrivalsreview
- Minutes of meeting on 12.05.16.
- Email re Gatwick Noise Management Board. Copied to Council.
- Draft letter to the Aviation Minister. Copied to Council.

Police Matters

- Cyber Crime Unit-Weekly Bulletin 13th-17th June 2016.
- Sussex Police & Crime Commissioner Newsletters x 5.
- Sussex Police Horsham weekly updates x 3. One item to note in Pulborough - 'Damage caused to locks at New Place Nurseries between 03.06.16 - 06.06.16, heavy padlocks were cut off the gates and entry gained to the pump house at the site but nothing was taken'.

Resident

Email correspondence regarding Dominos and parking. Copied to Council.

LAT

Minutes of meeting held on 15.06.16. Copied to Council.

Chanctonbury Council Local Committee (CCLC)

Minutes & notes from L Ellis regarding the meeting held on 06.06.16. Copied to Council.

Pulborough Village Market

Notes from 28.05.16. Copied to Council.

Neighbourhood Wardens

- Email from HDC advising one of the successful candidates is no longer taking up the role.
- The other candidate will start on 04.07.16 and work in Pulborough alongside the part-time Warden from Ashington until a replacement candidate is found. The Ashington Warden will work 18 hours in Pulborough, in addition to his duties in Ashington.
- Copy of the Neighbourhood Wardens operating schedule.

Publication

LCR- magazine of the National Association of Local Councils - Summer 2016.

Piazza Italia District Tour 2017

Confirmation that there will be a tour in 2017, most likely date is Sunday 19th March 2017. Opera singer, Jo Appelby, is interested in joining the tour and singing at each location.

WSCC

- Information regarding a 'What Matters to you?' survey. Copied to Council.
- County news from WSCC for town and parish councils.
- Adult services newsletter.

Youth Worker

Quarterly report. Copied to Council.

SSALC Ltd

Notification of a further Police Roadshow Update for councils on Wednesday 6th July 2016 at 6pm, finishing at 9pm at Amberley Block Conference Room, Church Lane, Lewes, BN7 2DZ. Please advise Anna Abrahams if you wish to attend.

Sussex Police & Crime Commissioner

Newsletter - Sussex Restorative Justice Partnership.